

# 環境學院 106 年度第 1 學期第 2 次院系務會議 紀錄

時間：106 年 10 月 31 日(星期二) · 中午 12 : 00

地點：環境學院 B216 大會議室

主席：裴家騏院長

記錄：陳興芝助理

出席：全體教師、學生代表、行政助理

請假：劉瑩三老師、周志青老師、顧瑜君老師、李光中老師、黃國靖老師、李漢榮老師、楊悠娟老師、  
陳毓昀老師、李家泓學生代表、陳怡靜學生代表

教授休假：陳紫娥老師、孫義方老師

## 壹、 主席致詞、報告事項：

- 一、 106-1 各項教學經費補助申請報告。
- 二、 107 年經費分配金額依國立東華大學環境學院校級分配款使用要點辦理，資本門專任教師均分 20,000 元/人，請於 107 年 7 月 15 日前動支完成，如未動支使用經費則由院收回籌運用。107 年開放專任教師儀器設備申請，請於 106 年 12 月 8 日提出先送至院系課程暨學程委員會排序優先採購順序，再送院系務會議審議。
- 三、 本院裴家騏院長與張文彥教授親至馬來西亞沙巴大學科學與自然資源學院於今(2017)年 9 月 25 日簽訂合作意向書(LOI)，雙方將盤點各自的研究和教育資源，並先行在學術專業領域和課程上進行交流分享與合作。其科學與自然資源學院 Baba Musta 院長與師生一行人，預計於 2018 年 3 月會親自來東華大學進行學術合作交流，並與校方簽訂兩校的學術交流合作備忘錄(MOU)。
- 四、 本院系申請國際處 107 年度 1~6 月份「推動國際學術合作交流補助」，目前尚未收到申請案件。
- 五、 本院系 106-1 學期是否申請重點規劃員額案，目前尚未收到提案構想。
- 六、 本院三樓露台綠化與雨水收集設備安裝事宜報告。(虛擬農學院-張世杰老師)

## 貳、 自資系系務相關報告：

- 一、 招生相關事項報告：本系 107 學年度招收四技二專生，名額共計 5 名。招生類別為農業類 3 名及水產類 2 名，成績採計方式為統測成績佔 50%及書面審查佔 50%。預計於 107 年 6 月份進行考生書面審查作業。
- 二、 本系 107 學年度碩士班考試入學招生簡章，將開放以專業領域卓越成就表現之同等學力者報名。受理資格條件為：對生態、地球科學、環境教育、資源經濟與社區參與，或農業科學相關領域研究具卓越成就提出具體佐證(如專書、具審查制度論文報告、國內外著名獎項...等)，且從事相關工作 3 年以上。
- 三、 課務相關事項報告：依 106 學年度第 1 學期第 2 次院系聯合課程暨學程委員會決議：碩博士班專題討論課每學年第 1 學期第 1 週固定為全院及各學群說明時間，勿排演講，最後 4 週(第 15~18 週)為安排博士班學生向全院報告時間。
- 四、 總務經費相關事項報告：環 A128 教室、環 B145 教室因投影機冷壓機板損壞，故汰換投

影機共 2 台。

五、美國紐約大學史丹頓分校三位教授與學者有意願來本校(院系)從事教學與研究交流事宜。

## 參、討論提案：

### 【第 1 案】提案單位：院辦公室；業務承辦：陳興芝助理

案由：本院系進用非專任人員(身心障礙助理配置原則)事宜，提請 討論。

說明：1. 依校方東人字第 1060017953 號函辦理並提請討論。

2. 「國立東華大學進用身心障礙助理配置原則」第 4 點，各單位如有業務需要逾進用時，應優先進用身心障礙兼任助理 1 人；每進用第 17 人，應再進用身心障礙兼任助理 1 人，餘此類推。依人事室簽案本院系 10 月份進用人員為 101 人，進用超額 22 人。惟每進用第 17 人，應再進用身心障礙兼任助理 1 人，故依規定主計室將再由本院系業務費中扣款 14,252 元。
3. 經查本院系進用非專任人員【兼任助理係指教學助理(TA)、工讀生及各類計畫兼任助理(含臨時工)】名單，其中 13 人為東臺灣人文與環境研究及社會實踐中心所進用，故簽請校方查核正確人數且符合規定無需再另行扣款。
4. 現況說明：本院系核定進用上限為 79 人，10 月份實際進用 88 人，超額 9 人。目前已進用身心障礙兼任助理 1 人，其經費由本院系計畫管理費回流款支應 10,088 元，聘期為 106/9/12-107/7/31。在此聘任期間本院系進用人員少於 95 人則不會再被扣款，若本院系進用人員少於 79 人則無需多聘身心障礙兼任助理。
5. 聘用統計：全院系 29 位教師，10 月份有 16 名教師聘用非專任人員，13 名教師無聘用，同一教師聘用人數最多為 12 人、11 人、11 人、9 人、8 人、6 人...等。
6. 提請討論本院系是否有提出非專任人員進用規則？討論方案：
  - A 案：維持現狀
  - B 案：進用時避開每個月 1 日(每月 1 日無聘任者，不列入計算員額)
  - C 案： $79/29=2.7$  人，每位教師限聘 2.7 人，不足之人數與其他教師借用。

決議：請老師在進用非專任人員時起聘日能避開 1 日，並鼓勵老師進用身心礙兼任助理，院系將提供其薪資補助。

### 【第 2 案】提案單位：院辦公室；業務承辦：陳興芝助理

案由：有關慧燈中學師生來訪校方安排各院特色空間導覽案，提請 討論。

- 說明：1. 慧燈中學師生等一行 20 人，將於 106/12/2 (六) 09:30~12:00 蒞校參訪。校方請各院協助安排參觀各院院特色空間並導覽約 20 分鐘。(環院參訪時間為 10:00-10:20)
2. 徵求可協助院特色空間導覽解說的老師 1-2 名。

決議：請吳海音老師協助當日導覽解說。

### 【第 3 案】提案單位：院辦公室；業務承辦：劉芳伶助理

**案由：**辦理 108 年度經費概算籌編作業，提請 討論。

**說明：**1. 依校方105年11月7日第1050021988號簽案暨105年12月5日第1060018447號簽案、國立東華大學108年度校務基金預算編審應行注意事項辦理。

2. 附本院108年預算編審表。

**決議：**照案通過，但需再提出「國立東華大學環境學院校級分配款使用要點」修正討論。

**【第4案】提案單位：院辦公室；業務承辦：劉芳伶助理**

**案由：**本院冷氣機內機清洗保養，提請 討論。

**說明：**1. 因本院冷氣機內機使用年限進入需清洗保養維修階段。

2. 經廠商評估後開立估價單金額為 99000 元業務費支應，本院約 220 台冷氣機內機，保養內容外觀清潔、濾網散熱鰭片清洗、排水管疏通、冷氣檢測（如需更換材料費用另計），保固期至 107 年 8 月 31 日止。

3. 檢附報價單。

**決議：**不通過。

**【第5案】提案單位：系辦公室；業務承辦：夏懿心助理**

**案由：**本系碩博士班修業要點修訂案，提請 審查。

**說明：**1. 本案經106年9月25日環境學院院系聯合課程暨學程委員會決議通過。

2. 修訂重點：取消學生申請學分抵免之上限。

3. 本系碩博士班修業要點修正條文對照表及修業要點全文。

**決議：**修正後通過如附件，並送校教務會議審議。

**【第6案】提案單位：系辦公室；業務承辦：夏懿心助理**

**案由：**本院實驗室安全規則草案及緊急事故應變通報處理流程,提請 討論。

**說明：**1. 本案經 106 年 9 月 5 日環境學院實驗室安全衛生臨時會議決議通過。

2. 檢附「環境學院實驗室安全規則草案」及「緊急事故應變通報處理流程圖」如附件。

**決議：**照案通過並自 106 學年度第 2 學期開始實施。

**【第7案】提案單位：系辦公室；業務承辦：夏懿心助理**

**案由：**本院「跨領域共授之磨課師課程」案，提請 討論。

**說明：**1. 本案依106年9月26日教務處書函辦理。

2. 「跨領域共授之磨課師課程」辦理方式如下：

(1)期程及課數：自107-1學期起開課，各學院每學期至少需提供1門課(即1學年2門課)，並依「數位學習共同授課申請計畫書」提出申請。

(2)課程性質：為跨領域共授（跨院或跨界且由兩位以上教師共同規劃、共同出席開授具整合

性、創新)之磨課師課程。

(3)智慧財產權及錄製磨課師課程相關作業及技術協助，由教學卓越中心支援，並協助處理課程上線事宜。

(4)為鼓勵教師參與，開授此類課程【授課時數加計0.5倍、核配教學助理(TA)、補助教材製作費、錄製鐘點費】等。

決議：詢問楊悠娟老師意願，若楊老師有意願規劃開授磨課師課程，院系協助開課相關事務。

#### 【第8案】提案單位：系辦公室；業務承辦：李莉莉助理

案由：本系博士班學生(學號：810654003)欲商借環境學院大樓五樓空間飼養蟋蟀，提請討論。

說明：該生申請及空間清潔維護計畫書。

決議：先查詢申請五樓空間之使用是否有違反建築法規或使用安全等相關問題後再議。

#### 【第9案】提案單位：系辦公室；業務承辦：李莉莉助理

案由：擬修正「國立東華大學環境學院「研究生獎學金」作業要點」部分條文草案，提請審查。

說明：1.依本院105-2學期外籍學生東華獎學金審查會議決議，建議修正意見：國立東華大學環境學院「研究生獎學金」作業要點無著墨於外籍博士班學生，建議於考量國際研討會、國外期刊之發表次數、外部獎學金獲獎次數與其論文及課業指導委員會意見等後，仍需予以鼓勵。

2.本要點(如附件)第二條第四項與外籍碩士班學生相關條文，因實施後對二年級以上碩士班外籍學生、準學生或剛入學之外籍新生、博士班本地及外籍學生核發與否、中文碩士班及國際組(含學位學程)配額公允度，及碩士生及博士生配額公平度等存有異議，故未能於院系務會議決議。103-1至105-2學期環境學院研究生獎學金授獎狀況。

3.院研究生獎學金經費來源為依「國立東華大學研究生獎學金作業要點」核撥。其計算基數為基數×(博一到博三在學一般生總人數×1.5+碩一到碩二在學一般生總人數)，其中基數依學校年度預算調整之。學生總人數計算方式：每年10月15日報教育部之人數；即碩士班二年級以下，及博士班三年級以下，已完成當學期繳費或助學貸款之學生人數。核撥原則：碩士班一年級新生每學年核給10.5個月，二年級生核給11個月；博士班一年級新生每學年核給11個月，二~三年級生核給12個月。

4.民國106年10月12日106-1學期外國學生申請入學暨獎學金審查會議案由三決議「提案至106-1學期院系務會議討論」。

5.檢附「國立東華大學環境學院「研究生獎學金」作業要點」部分條文修正草案對照表。

決議：再議。

## 肆、臨時動議

無

## 伍、結束 14:11

國立東華大學自然資源與環境學系碩士班修業要點 部分條文修正對照表

修正條文	現行條文	說明
<p>五、(三)學分抵免依下列方式審核：修習本校或他校碩士班以上相關課程(修習成績達70分以上)且未計入其他學位畢業學分數者，經指導教授同意，得申請抵免學分，申請以一次為限。</p>	<p>五、(三)學分抵免依下列方式審核：  <del>1. 未列入大學畢業學分之本碩士班課程達B級分或70分以上，且未超過抵免學分上限者，皆可申請抵免。</del>  <del>2. 申請抵免學分以12學分為限，其中本校其他院系研究所及外校研究所選修學分以6學分為限。</del>  <del>3. 逕行修讀碩士學位學生之學分抵免不受上述12學分之限制，惟其學分數若列入大學部畢業學分，則不得重複計入碩士班畢業學分數。</del></p>	<p>取消學分抵免上限。</p>



## 國立東華大學自然資源與環境學系碩士班修業要點（修訂後全文）

### Student Academic Regulations

### Master Program

### Department of Natural Resources and Environmental Studies,

### National Dong Hwa University

98.09.2898學年度第1學期環境學院第1次院務會議通過  
99.01.06 98學年度第1學期第2次教務會議通過  
99.11.15 99學年第1學期環境學院第1次院務會議修正通過  
100.01.05 99學年第1學期第2次教務會議通過  
100.05.09 99學年第2學期環境學院第1次院務會議修正通過  
100.06.22 99學年度第2學期第2次教務會議通過  
102.04.01 101學年度第2學期環境學院第1次院務會議修正通過  
102.05.27101學年度第2學期環境學院第2次院務會議修正通過  
102.06.05101學年度第2學期教務會議修正通過  
103.05.26102學年度第2學期環境學院課程規劃委員會修正通過  
103.09.29 103學年度第1學期環境學院行政暨課程規劃委員會修正通過  
103.11.10103學年度第1學期環境學院第1次院務會議修正通過  
103.12.17103學年度第1學期第3次教務會議修正通過  
104.01.12103學年度第1學期環境學院第2次院務會議修正通過  
104.04.01103學年度第2學期第1次教務會議修正通過  
105.01.04 104學年度第1學期第2次院務會議修正通過

一、國立東華大學自然資源與環境學系碩士班（以下簡稱本碩士班）為規範碩士班研究生修業事項，依據本校學則、學位授予辦法及相關規定，特訂定本修業要點。

1. The Department of Natural Resources and Environmental Studies (NRES hereafter) at National Dong Hwa University herein specifies the academic regulations for its master program in accordance with the regulations and relevant guidelines for awarding of a degree from this university. Academic regulations listed below apply to all master's students in the NRES.

#### 二、入學資格：

##### 2. Enrollment:

（一）公立或立案之私立大學或獨立學院或經教育部認可之外國大學各學系畢業具有學士學位，或應屆畢業或具有同等學歷之資格，經本校碩士班研究生入學考試通過者（含甄試），得進入本碩士班修讀碩士學位。

2.1. Students holding a bachelor degree from a local or foreign university or college or holding a bachelor-equivalent diploma recognized by the Ministry of Education, R.O.C., and passing the entrance examination of the master program may enroll in the master program

（二）符合教育部訂定之「外國學生來華留學辦法」、「外國學生來臺就學辦法」，及「國立東華大學外國學生入學辦法」修讀碩士學位者，得進入本碩士班修讀碩士學位。

2.2. Foreign students meeting requirements of the “MOE Regulations Regarding International Students Undertaking Studies in Taiwan” by the Ministry of Education, R.O.C., and “Admission Guidelines for Foreign Students” by National Dong Hwa University may enroll in the master program.

（三）申請轉系所組學生，依本校「學生轉系（所）辦法」之規定辦理。

2.3. Transfer students meeting the requirements of “Transfer Regulations” by the National Dong Hwa University may enroll in the master program.

（四）新生因重病、懷孕、生產、哺育三歲以下幼兒或接獲兵役單位征集令，不能按時入學者經檢具有關證明於註冊前申述理由，向本校申請保留入學資格並獲准者，得延後進入本碩士班修讀本碩士學位。

2.4 New students with serious illnesses, pregnancy, maternity leave, caring for a child under 3 years-old or a receipt of draft order for military service may file an application to postpone enrollment in the doctoral program. Before registration, relevant documents should be submitted to retain enrollment qualification during postponement.

三、修業年限：碩士班一般生修業以1至4學年為限，但在職研究生，得延長其修業年限2學年。

##### 3. Years of enrollment:

Full-time students may enroll in the master program for at least one but no more than four academic years before receiving the master degree. Part-time students may apply for an extension of two academic years if necessary.

四、 修業規劃：本碩士班提供研究型及實用型兩種修業規劃，前者著重研究能力的養成，後者以專業訓練為主。本碩士班最低畢業學分數詳如課程規劃表。

#### 4. Course requirements:

Course requirements vary with student choice of writing a research thesis or a technical report. A research thesis focuses on enhancing research ability. A technical report focuses on specialty training. The master program requires students to complete the minimum credit hours mentioned in “Course Requirements” before obtaining the master degree.

#### 五、 學分抵免：

##### 5. Exemption of credits:

(一) 本碩士班研究生在入學前曾修過相關課程之學分，抵免學分之資格依「國立東華大學辦理學生抵免學分辦法」辦理。

5.1. According to the “National Dong Hwa University policy for substitution of credits”, students in the master program may apply to be exempt from credits of related courses completed before enrollment.

(二) 申請抵免學分應於取得學分後次學期（新生為入學後第1學期）選課加退選截止1週前提出，並經環境學院課程規劃委員會審核。

5.2. With the approval of the Council of Academic Affairs of the College of Environmental studies, students may apply to substitute credits in the semester following the course in which the credits were completed. This application should be made before the add/withdrawal dead line of the following semester. Students in their first semester of enrollment have the entire semester to make this application.

##### (三) 學分抵免依下列方式審核：

##### 5.3. Criteria for credit exemption:

修習本校或他校碩士班以上相關課程（修習成績達70分以上）且未計入其他學位畢業學分數者，經指導教授同意，得申請抵免學分，申請以一次為限。

(四) 申請抵免學分時須繳交下列各項資料：1.申請表，2.未列入大學畢業學分證明，3.成績單。

5.4. Applicants shall submit an Application Form for Credit Exemption as well as an original copy of transcript when applying for credit exemption.

#### 六、 指導教授之選定：

##### 6. Thesis advising:

(一) 碩士生應於入學後1學期內，提出指導教授同意書，送系、院核備。

6.1. Students in the master program must identify a thesis advisor before the end of the first semester of enrollment. Students should submit the Agreement as Thesis Advisor form with the advisor’s signature to the College and Department Office.

(二) 碩士生指導教授以本系專任助理教授以上教師擔任為原則，特殊狀況須以書面向環境學院課程規劃委員會提出申請，經審查通過後方得邀請系外教師擔任指導教授。

6.2. In principle, a thesis advisor should be at least a full-time assistant professor in the department. Exceptions may be made with the approval of the Council of Academic Affairs of the College of Environmental Studies if necessary to invite a thesis advisor from outside the department.

(三) 碩士生變更指導教授，需提出書面申請，經原指導教授、新指導教授及系主任同意後始得變更。

6.3. Students wishing to change thesis advisors must file an application and obtain approval of original thesis advisor, new thesis advisor and chairperson of the NRES master program.

#### 七、 碩士學位考試：

##### 7. Master thesis examination:

(一) 學位考試以口試行之，並應依下列規定辦理：

7.1. A master thesis examination should take the form of an oral defense. Students completing the following

requirements may schedule their master thesis defense.

1. 口試以公開舉行為原則，須於事前公佈口試時間、地點及題目。

7.1.1. The master thesis defense shall be held in public. The time, location, and master thesis topic shall be announced prior to the defense.

2. 學位考試委員應親自出席學位口試，不得委託他人為代表，碩士學位考試委員會至少應有委員三人出席，始得舉行。

7.1.2. The Examination Committee must be present and shall not be replaced by another person. The Examination Committee must contain at least three examiners.

3. 修業規劃之碩士生的學位考試，採個別辦理；實用型修業規劃之碩士生的學位考試，於每學期期末統一辦理。

7.1.3. Date of the thesis defense for a research thesis may be scheduled individually. Date of the defense for technical report should be scheduled at the end of the semester with other defenses of technical reports.

4. 學位考試成績，以70 (B-) 分為及格，100 (A+) 為滿分，評定以1次為限，並以出席委員評定分數平均決定之，但碩士學位考試有二分之一以上出席委員評定不及格者，以不及格論，不予平均。

7.1.4. Score for the master thesis defense is determined by averaging scores from Examiners attending the defense. An average score of at least 70 (B-) when no more than half of the committee grants a score lower than 70 is required to pass the examination. The possible full score for a thesis defense is 100 points (A+).

5. 已申請學位考試之研究生，若因故無法於該學期內完成學位考試，應於學校行事曆規定學期結束日之前報請學校撤銷該學期學位考試之申請。逾期未撤銷者，以1次不及格論。

7.1.5. Students may withdraw the application for thesis defense before the end of the semester. Failure to withdraw by the deadline will be recorded as failure of the thesis defense.

6. 論文有抄襲或舞弊情事，經學位考試委員會審查確定者，以不及格論，並送本校學生獎懲委員會處。

7.1.6. Any instance of plagiarism or unethical conduct on a master thesis, as evaluated and confirmed by the Examination Committee, will lead to a non-passing grade for the thesis. The case shall then be sent to the disciplinary committee of the university.

7. 學位考試不通過，而其修業年限尚未屆滿者，得於次學期或次學年申請重考，重考以1次為限，重考不及格者，即令退學。

7.1.7. Any student failing the first master thesis defense before the year limit of enrollment may apply to retake the master thesis defense in the following academic semester or the following academic year. Any student failing the second thesis defense shall be dismissed from the program.

(二) 碩士生需於每學期學位考試申請系統截止日前上網提出口試申請，並檢附通過「學術研究倫理課程」之成績證明。

7.2. Students in the master program shall apply for oral defense before the defense application deadline of that semester (scheduled by NDHU). Application is via the online system. The application is not complete until the NRES office receives a certificate of research ethics education or transcripts from approved ethics-related courses.

(三) 碩士學位考試委員三至五人，校外委員須佔三分之一（含）以上，由委員互推一位為召集人，但指導教授不得擔任召集人。採研究型修業規劃者之考試委員由指導教授推薦，採實用型修業規劃者之考試委員由院行政會議自指導教授提出之推薦名單中圈選，由系、院提請校長遴聘之。碩士班研究生之配偶或三親等內之血親、姻親，不得擔任其碩士學位考試委員。

7.3. The Examination Committee for the master thesis defense shall consist of three to five examiners with at least one-third of the examiners from off-campus. The Examination Committee members should elect a chair through mutual consent. A student's advisor must not serve as chair. Committee members for students of research theses are chosen based on recommendations of student's advisor. Examination committees for students of technical reports are selected by the Administrative Council of the College of Environmental Studies from the list of recommendations, provided by thesis advisors. In the latter case, examiners shall be nominated by the head of the department and invited by the president of the university. A student's spouse, blood relatives, or in-laws within three degrees of relationship may not serve in any capacity on the Examining Committee.

(四) 碩士學位考試委員，除對研究生所提研究主題有專門研究者外，並應具有下列資格之一：

7.4. Members of the examination committee should be experts in the student's field of research and meet



the following requirements:

1. 曾任教授、副教授者。

7.4.1. Full professor or associate professor in a university.

2. 擔任中央研究院院士或曾任中央研究院研究員、副研究員者。

7.4.2. Member of the Academia Sinica: full research fellow or associate research fellow of The Academia Sinica.

3. 獲有博士學位，在學術上著有成就者。

7.4.3. Professional holding a doctorate degree and having distinct accomplishments in the Field of study.

4. 屬於稀少性或特殊性學科，在學術上或專業上著有成就者。

7.4.4. Professional with distinct accomplishments in a special field of study.

前項第三款及第四款之提聘資格認定標準，由系主任、院長認定之。

Approval of examiners meeting requirements 7.4.3., or 7.4.4. should be determined by the dean of the College of Environmental Studies and the chairperson of the NRES program.

八、本校對已授予之碩士學位，如發現有抄襲或舞弊情事，經調查屬實者，則撤銷其學位，追繳其已發之學位證書。

8. Substantiation of any instance of plagiarism or fraud in the submitted thesis will result in revoking the degree and reclaiming the diploma.

九、其他未盡之事宜，悉依教育部有關法令、本校學則及規章辦法辦理。

9. Any matters regarding master degrees not listed herein shall be implemented in accordance with relevant regulations of Ministry of Education, academic regulations, and relevant regulations of the university.

十、本要點經本院「院務會議」通過後公告實施並報「教務會議」備查，修正時亦同。

10. These regulations are in effect upon approval by the Council of College Affairs of the College of Environmental Studies and review by the Council for Academic Affairs of National Dong Hwa University.

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## 國立東華大學自然資源與環境學系碩士班修業要點(修訂前全文)

### Student Academic Regulations

### Master Program

### Department of Natural Resources and Environmental Studies,

### National Dong Hwa University

98.09.2898學年度第1學期環境學院第1次院務會議通過  
99.01.06 98學年度第1學期第2次教務會議通過  
99.11.15 99學年第1學期環境學院第1次院務會議修正通過  
100.01.05 99學年第1學期第2次教務會議通過  
100.05.09 99學年第2學期環境學院第1次院務會議修正通過  
100.06.22 99學年度第2學期第2次教務會議通過  
102.04.01 101學年度第2學期環境學院第1次院務會議修正通過  
102.05.27101學年度第2學期環境學院第2次院務會議修正通過  
102.06.05101學年度第2學期教務會議修正通過  
103.05.26102學年度第2學期環境學院課程規劃委員會修正通過  
103.09.29 103學年度第1學期環境學院行政暨課程規劃委員會修正通過  
103.11.10103學年度第1學期環境學院第1次院務會議修正通過  
103.12.17103學年度第1學期第3次教務會議修正通過  
104.01.12103學年度第1學期環境學院第2次院務會議修正通過  
104.04.01103學年度第2學期第1次教務會議修正通過  
105.01.04 104學年度第1學期第2次院務會議修正通過

一、國立東華大學自然資源與環境學系碩士班(以下簡稱本碩士班)為規範碩士班研究生修業事項，依據本校學則、學位授予辦法及相關規定，特訂定本修業要點。

2. The Department of Natural Resources and Environmental Studies (NRES hereafter) at National Dong Hwa University herein specifies the academic regulations for its master program in accordance with the regulations and relevant guidelines for awarding of a degree from this university. Academic regulations listed below apply to all master's students in the NRES.

#### 二、入學資格：

##### 2. Enrollment:

(一) 公立或立案之私立大學或獨立學院或經教育部認可之外國大學各學系畢業具有學士學位，或應屆畢業或具有同等學歷之資格，經本校碩士班研究生入學考試通過者(含甄試)，得進入本碩士班修讀碩士學位。

2.1. Students holding a bachelor degree from a local or foreign university or college or holding a bachelor-equivalent diploma recognized by the Ministry of Education, R.O.C., and passing the entrance examination of the master program may enroll in the master program

(二) 符合教育部訂定之「外國學生來華留學辦法」、「外國學生來臺就學辦法」，及「國立東華大學外國學生入學辦法」修讀碩士學位者，得進入本碩士班修讀碩士學位。

2.2. Foreign students meeting requirements of the "MOE Regulations Regarding International Students

Undertaking Studies in Taiwan" by the Ministry of Education, R.O.C., and "Admission Guidelines for Foreign Students" by National Dong Hwa University may enroll in the master program.

(三) 申請轉系所組學生，依本校「學生轉系(所)辦法」之規定辦理。

2.3. Transfer students meeting the requirements of "Transfer Regulations" by the National Dong Hwa University may enroll in the master program.

(四) 新生因重病、懷孕、生產、哺育三歲以下幼兒或接獲兵役單位征集令，不能按時入學者經檢具有關證明於註冊前申述理由，向本校申請保留入學資格並獲准者，得延後進入本碩士班修讀本碩士學位。

2.4 New students with serious illnesses, pregnancy, maternity leave, caring for a child under 3 years-old or a receipt of draft order for military service may file an application to postpone enrollment in the doctoral program. Before registration, relevant documents should be submitted to retain enrollment qualification during postponement.

三、修業年限：碩士班一般生修業以1至4學年為限，但在職研究生，得延長其修業年限2學年。

##### 3. Years of enrollment:

Full-time students may enroll in the master program for at least one but no more than four academic years before receiving the master degree. Part-time students may apply for an extension of two academic years if necessary.

四、 修業規劃：本碩士班提供研究型及實用型兩種修業規劃，前者著重研究能力的養成，後者以專業訓練為主。本碩士班最低畢業學分數詳如課程規劃表。

#### 4. Course requirements:

Course requirements vary with student choice of writing a research thesis or a technical report. A research thesis focuses on enhancing research ability. A technical report focuses on specialty training. The master program requires students to complete the minimum credit hours mentioned in “Course Requirements” before obtaining the master degree.

#### 五、 學分抵免：

##### 5. Exemption of credits:

(一) 本碩士班研究生在入學前曾修過相關課程之學分，抵免學分之資格依「國立東華大學辦理學生抵免學分辦法」辦理。

5.1. According to the “National Dong Hwa University policy for substitution of credits”, students in the master program may apply to be exempt from credits of related courses completed before enrollment.

(二) 申請抵免學分應於取得學分後次學期（新生為入學後第1學期）選課加退選截止1週前提出，並經環境學院課程規劃委員會審核。

5.2. With the approval of the Council of Academic Affairs of the College of Environmental studies, students may apply to substitute credits in the semester following the course in which the credits were completed. This application should be made before the add/withdrawal dead line of the following semester. Students in their first semester of enrollment have the entire semester to make this application.

(三) 學分抵免依下列方式審核：

##### 5.3. Criteria for credit exemption:

1. 未列入大學畢業學分之本碩士班課程達B-級分或70分以上，且未超過抵免學分上限者，皆可申請抵免。

5.3.1. Students may apply to be exempt from credit hours for courses accredited by the master or doctoral program that have grades of at least 70 (or B-), but only when the total credit applied remains within the range indicated by 5.3.2..

2. 申請抵免學分以12學分為限，其中本校其他院系研究所及外校研究所選修學分以6學分為限。

5.3.2. A total of 12 credits of equivalent or similar courses are allowed for exemption. For courses taken outside the College of Environmental Studies, National Dong Hwa University, only 6 credits are allowed for exemption.

3. 逕行修讀碩士學位學生之學分抵免不受上述12學分之限制，惟其學分數若列入大學部畢業學分，則不得重複計入碩士班畢業學分數。

5.3.3. Applications of students in 3+2 program may exceed exemption limit from 5.3.2.. Credits listed for bachelor requirement are discounted.

(四) 申請抵免學分時須繳交下列各項資料：1. 申請表，2. 未列入大學畢業學分證明，3. 成績單。

5.4. Applicants shall submit an Application Form for Credit Exemption as well as an original copy of transcript when applying for credit exemption.

#### 六、 指導教授之選定：

##### 6. Thesis advising:

(一) 碩士生應於入學後1學期內，提出指導教授同意書，送系、院核備。

6.1. Students in the master program must identify at thesis advisor before the end of the first semester of enrollment. Students should submit the Agreement as Thesis Advisor form with the advisor’s signature to the College and Department Office.

(二) 碩士生指導教授以本系專任助理教授以上教師擔任為原則，特殊狀況須以書面向環境學院課程規劃委員會提出申請，經審查通過後方得邀請系外教師擔任指導教授。

6.2. In principle, a thesis advisor should be at least a full-time assistant professor in the department. Exceptions may be made with the approval of the Council of Academic Affairs of the College of Environmental Studies if necessary to invite a thesis advisor from outside the department.

(三) 碩士生變更指導教授，需提出書面申請，經原指導教授、新指導教授及系主任同意後始得變更。

6.3. Students wishing to change thesis advisors must file an application and obtain approval of original thesis advisor, new thesis advisor and chairperson of the NRES master program.

## 七、碩士學位考試：

### 7. Master thesis examination:

(一) 學位考試以口試行之，並應依下列規定辦理：

7.1. A master thesis examination should take the form of an oral defense. Students completing the following requirements may schedule their master thesis defense.

1. 口試以公開舉行為原則，須於事前公佈口試時間、地點及題目。

7.1.1. The master thesis defense shall be held in public. The time, location, and master thesis topic shall be announced prior to the defense.

2. 學位考試委員應親自出席學位口試，不得委託他人為代表，碩士學位考試委員會至少應有委員三人出席，始得舉行。

7.1.2. The Examination Committee must be present and shall not be replaced by another person. The Examination Committee must contain at least three examiners.

3. 修業規劃之碩士生的學位考試，採個別辦理；實用型修業規劃之碩士生的學位考試，於每學期期末統一辦理。

7.1.3. Date of the thesis defense for a research thesis may be scheduled individually. Date of the defense for technical report should be scheduled at the end of the semester with other defenses of technical reports.

4. 學位考試成績，以70 (B-) 分為及格，100 (A+) 為滿分，評定以1次為限，並以出席委員評定分數平均決定之，但碩士學位考試有二分之一以上出席委員評定不及格者，以不及格論，不予平均。

7.1.4. Score for the master thesis defense is determined by averaging scores from Examiners attending the defense. An average score of at least 70 (B-) when no more than half of the committee grants a score lower than 70 is required to pass the examination. The possible full score for a thesis defense is 100 points (A+).

5. 已申請學位考試之研究生，若因故無法於該學期內完成學位考試，應於學校行事曆規定學期結束日之前報請學校撤銷該學期學位考試之申請。逾期未撤銷者，以1次不及格論。

7.1.5. Students may withdraw the application for thesis defense before the end of the semester. Failure to withdraw by the deadline will be recorded as failure of the thesis defense.

6. 論文有抄襲或舞弊情事，經學位考試委員會審查確定者，以不及格論，並送本校學生獎懲委員會議處。

7.1.6. Any instance of plagiarism or unethical conduct on a master thesis, as evaluated and confirmed by the Examination Committee, will lead to a non-passing grade for the thesis. The case shall then be sent to the disciplinary committee of the university.

7. 學位考試不通過，而其修業年限尚未屆滿者，得於次學期或次學年申請重考，重考以1次為限，重考不及格者，即令退學。

7.1.7. Any student failing the first master thesis defense before the year limit of enrollment may apply to retake the master thesis defense in the following academic semester or the following academic year. Any student failing the second thesis defense shall be dismissed from the program.

(二) 碩士生需於每學期學位考試申請系統截止日前上網提出口試申請，並檢附通過「學術研究倫理課程」之成績證明。

7.2. Students in the master program shall apply for oral defense before the defense application deadline of that semester (scheduled by NDHU). Application is via the online system. The application is not complete until the NRES office receives a certificate of research ethics education or transcripts from approved ethics-related courses.

(三) 碩士學位考試委員三至五人，校外委員須佔三分之一（含）以上，由委員互推一位為召集人，但指導教授不得擔任召集人。採研究型修業規劃者之考試委員由指導教授推薦，採實用型修業規劃者之考試委員由院行政會議自指導教授提出之推薦名單中圈選，由系、院提請校長遴聘之。碩士班研究生之配

偶或三親等內之血親、姻親，不得擔任其碩士學位考試委員。

7.3. The Examination Committee for the master thesis defense shall consist of three to five examiners with at least one-third of the examiners from off-campus. The Examination Committee members should elect a chair through mutual consent. A student's advisor must not serve as chair. Committee members for students of research theses are chosen based on recommendations of student's advisor. Examination committees for students of technical reports are selected by the Administrative Council of the College of Environmental Studies from the list of recommendations, provided by thesis advisors. In the latter case, examiners shall be nominated by the head of the department and invited by the president of the university. A student's spouse, blood relatives, or in-laws within three degrees of relationship may not serve in any capacity on the Examining Committee.

(四) 碩士學位考試委員，除對研究生所提研究主題有專門研究者外，並應具有下列資格之一：

7.4. Members of the examination committee should be experts in the student's field of research and meet the following requirements:

1. 曾任教授、副教授者。

7.4.1. Full professor or associate professor in a university.

2. 擔任中央研究院院士或曾任中央研究院研究員、副研究員者。

7.4.2. Member of the Academia Sinica: full research fellow or associate research fellow of The Academia Sinica.

3. 獲有博士學位，在學術上著有成就者。

7.4.3. Professional holding a doctorate degree and having distinct accomplishments in the Field of study.

4. 屬於稀少性或特殊性學科，在學術上或專業上著有成就者。

7.4.4. Professional with distinct accomplishments in a special field of study.

前項第三款及第四款之提聘資格認定標準，由系主任、院長認定之。

Approval of examiners meeting requirements 7.4.3., or 7.4.4. should be determined by the dean of the College of Environmental Studies and the chairperson of the NRES program.

八、本校對已授予之碩士學位，如發現有抄襲或舞弊情事，經調查屬實者，則撤銷其學位，追繳其已發之學位證書。

8. Substantiation of any instance of plagiarism or fraud in the submitted thesis will result in revoking the degree and reclaiming the diploma.

九、其他未盡之事宜，悉依教育部有關法令、本校學則及規章辦法辦理。

9. Any matters regarding master degrees not listed herein shall be implemented in accordance with relevant regulations of Ministry of Education, academic regulations, and relevant regulations of the university.

十、本要點經本院「院務會議」通過後公告實施並報「教務會議」備查，修正時亦同。

10. These regulations are in effect upon approval by the Council of College Affairs of the College of Environmental Studies and review by the Council for Academic Affairs of National Dong Hwa University.

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國立東華大學自然資源與環境學系博士班修業要點部分條文修正對照表

修正條文	現行條文	說明
<p>四、修業規定：                      (二)修習本校或校外博士班相關課程及格(修習成績應至少達70分以上)且未計入其他學位畢業學分數者，經論文及課業指導委員會同意，得申請抵免學分，申請一次為限。</p>	<p>四、修業規定：  <del>(二)本博士班研究生在入學前曾修過相關課程之學分，抵免學分之資格依「國立東華大學辦理學生抵免學分辦法」辦理，抵免學分上限為9學分。</del></p>	<p>取消學分抵免上限。</p>

## 國立東華大學自然資源與環境學系博士班學生修業要點(修訂後全文)

### Student Academic Regulations

### Doctoral Program

### Department of Natural Resources and Environmental Studies, National Dong Hwa University

98.11.09 98年度第1學期第1次院課程規劃委員會擬定  
98.12.14 98學年度第1學期第2次院務會議修正  
99.01.06 98學年度第1學期第2次教務會議通過  
99.11.15 99學年第1學期環境學院第1次院務會議修正通過  
99.12.27 99學年第1學期環境學院第1次院務會議修正通過  
100.01.05 99學年第1學期第2次教務會議修正通過  
100.05.09 99學年第2學期環境學院第1次院務會議修正通過  
100.06.22 99學年第2學期第2次教務會議通過  
102.04.01 101學年度第2學期第1次院務會議修正通過  
102.06.05 101學年度第2學期教務會議修正通過  
102.10.28 102學年度第1學期第1次院務會議修正通過  
103.04.14 102學年度第2學期第1次院務會議修正通過  
103.05.28 102學年度第2學期教務會議修正通過  
104.01.12 103學年度第1學期第2次院務會議修正通過  
104.04.01 103學年度第2學期第1次教務會議修正通過  
105.01.04 104學年度第1學期第2次院務會議修正通過

一、國立東華大學自然資源與環境學系博士班(以下簡稱本博士班)為規範博士班研究生修業事項，依據本校學位授予作業規章及相關規定，特訂定本修業要點。

1. The Department of Natural Resources and Environmental Studies (NRES, hereafter), National Dong Hwa University herein specifies academic regulations for its doctoral program (the doctoral program, hereafter), in accordance with the regulations and relevant guidelines for the award of a degree from this university. Academic regulations listed below concerns all doctoral students in NRES.

二、入學資格：

2. Enrollment:

(一) 公立或立案之私立大學或獨立學院或經教育部認可之外國大學各學系畢業具有碩士學位，或應屆畢業或具有同等學歷之資格，經本校博士班研究生入學考試通過者，得進入本博士班修讀博士學位。

2.1. Students holding a master degree from a local or foreign university or college or holding a master-equivalent diploma recognized by the Ministry of Education, R.O.C., and passing the entrance examination of the doctoral program may enroll in the doctoral program.

(二) 符合教育部訂定之「外國學生來華留學辦法」、「外國學生來台就學辦法」，及「國立東華大學外國學生入學辦法」修讀博士學位者，得進入本博士班修讀博士學位。

2.2. Foreign students meeting requirements of the “MOE Regulations Regarding International Students Undertaking Studies in Taiwan”, “International Students Undertaking Studies in Taiwan” by the Ministry of Education, R.O.C., and “Admission Guidelines for Foreign Students” by National Dong Hwa University may enroll in the doctoral program.

(三) 符合「國立東華大學學生逕修讀博士學位作業規定」資格者。

2.3. Students from National Dong Hwa University fulfilling the “Regulations for National Dong Hwa University Students Pursuing a Doctoral Degree(SOP-AA-01-13)” may enroll in the doctoral program.

(四) 新生因重病、懷孕、生產、哺育三歲以下幼兒或接獲兵役單位征集令，不能按時入學者經檢具有關證明於註冊前申述理由，向本校申請保留入學資格並獲准者，得延後進入本博士班修讀博士學位。

2.4. New students with serious illness, pregnancy, maternity leave, caring for a child under 3 years old, or in receipt of a draft order for military service may file an application to postpone enrollment in the doctoral program. Before registration deadline for first semester of initial enrollment, relevant documents should be submitted to retain enrollment qualifications during postponement.

三、修業年限：至少6學期、至多14學期。

3. Year of enrollment:

Student should be enrolled in the doctoral program for at least six academic semesters but no more than fourteen academic semesters before receiving the doctor's degree.

四、修業規定：

本博士班研究生需修畢最低畢業學分，通過資格考試及學位考試，始取得畢業資格。通過資格考試者稱為博士候選人。修課規定：

4. Academic guidelines:

Students in the doctoral program must complete the minimum number of credit hours required and pass candidacy and dissertation examinations prior to graduation. Students passing candidacy examinations are referred to as "Ph.D. candidates."

(一) 本博士班最低畢業學分數詳如課程規劃表。

4.1. The NRES Ph.D. program requires students to complete the minimum credit hours mentioned in "Courses Requirements" before obtaining the degree of Doctor of Philosophy (Ph.D.).

(二) 修習本校或校外博士班相關課程及格（修習成績應至少達 70 分以上）且未計入其他學位畢業學分數者，經論文及課業指導委員會同意，得申請抵免學分，申請一次為限。

4.2.

(三) 碩士生逕行修讀博士學位之前修習博士班課程之學分，得包含在博士班之畢業學分數。

4.3. Students enrolled in the NRES master program may decide to pursue a Ph.D. degree without first obtaining a master degree. In this case, doctoral level credits earned prior to enrolling in the doctoral program may be included in credit hours required for graduation.

(四) 逕行修讀博士學位之碩士生如放棄繼續攻讀者，其於博士班修讀之課程，可列為碩士班畢業學分數之抵免，惟須符合當年碩士班課程規劃之相關規定。

4.4. PhD students who wish to discontinue their doctoral studies may request a master degree if all course credits earned during the doctoral program fulfill requirements of the NRES masters program.

五、論文指導：

5. Thesis advising:

(一) 本博士班研究生應於入學第1學期結束前，選定論文指導教授，並繳交由師生雙方簽署之論文指導同意書。如有需要，可增選所內或所外相關教師1至2人擔任共同指導教授。

5.1. Students in the doctoral program must identify a dissertation advisor before the end of the first semester after enrollment. Students should submit the consent form with advisor's signature to the committee of academic affairs of NRES. Students may add one or two professors from the University as co-advisors.

(二) 本博士班研究生必須在入學第1學年結束前，與指導教授商議邀集相關教授，組成5人之論文及課業指導委員會。

5.2. With the assistance of their dissertation advisors, students in the doctoral program must propose an advisory committee consisting of five members to oversee student course work and dissertation research. The advisory committee should be formed by the end of the first academic year from matriculation.

(三) 本博士班研究生如欲更換論文指導教授，或是加選(更換)共同指導教授時，須繳交論文指導教授變更同意書。該同意書須經原指導教授、新指導教授及系主任簽署同意。

5.3. Students may petition the committee of academic affairs of NRES to change dissertation advisor or add or change co-advisors. This petition must include signatures of original dissertation advisor, new dissertation advisor, and head 4 of the department.

(四) 論文及課業指導委員會之功能如下：

5.4. The functions of the advisory committee are to:

1. 協助擬定修業期間應修習之課程科目；委員會得視需要要求本博士班研究生補修特定之基礎課程。

5.4.1. Advise student on subjects and courses to take, thus ensuring students have breadth of knowledge in relevant areas and to fill gaps in basic knowledge.



2. 審定選修學分中可列入畢業學分者。
- 5.4.2. Determine elective courses to be included for graduation credit.
3. 決定博士學位候選人資格考試之專業學科考試科目，審查博士論文研究計畫書。
- 5.4.3. Determine specific subjects and formats of the Ph.D. candidacy(qualifying) examinations and to examine and approve research proposals for doctoral dissertation.
4. 建議博士候選人學位考試委員人選。
- 5.4.4. Propose committee members for each Ph.D. candidate's Ph.D. dissertation (comprehensive) examination.

#### 六、資格考試：

本博士班研究生在提出學位考試前，必須通過博士學位候選人之資格考試。資格考試之相關規定如下：

#### 6. Ph.D. candidacy examinations:

Students in the doctoral program must pass the Ph.D. candidacy examinations before taking Ph.D. dissertation examinations.

- (一) 資格考試分為專業學科考試與博士論文研究計畫書審查兩部分。
  - 6.1. Ph.D. candidacy examinations include examinations on specific subjects and an oral examination focusing on the dissertation proposal.
- (二) 專業學科考試之科目及命題與評分的考試委員，由論文及課業指導委員會建議，指導教授召集，聘請校內、外之助理教授(或相當職級者)以上之專業人士擔任。
  - 6.2. Examinations on specific subjects are prepared by members of the examination committee which is appointed based on suggestions from the advisory committee. The examination committee is appointed by the dissertation advisor and consists of professors (or persons with particular expertise) from within or outside of the university.
- (三) 專業學科考試每學期得辦理1次，申請時間為每學期結束前2週，考試日期為每學期開學後2週內，不及格者得申請重考1次。
  - 6.3. Examinations on specific subjects are held once each semester. Students taking examinations on specific subjects should submit a petition two weeks before the end of a semester. The exam shall take place during the first two weeks of the following semester. Students failing the first exam may re-take the examination one more time.
- (四) 本博士班研究生需在修業8學期內完成專業學科考試，取得及格成績。但有特殊情況，經指導教授同意送環境學院課程規劃委員會會議通過，得再延長2學期。
  - 6.4. Students in the doctoral program are required to pass examinations on specific subjects before completion of the eighth academic semester from first enrollment. Students with special circumstances may receive an extension of two academic semesters upon approval of dissertation advisor and the Council of Academic Affairs of the College of Environmental Studies.
- (五) 轉換指導教授者，完成專業學科考試之期限得延長2學期。
  - 6.5. Students changing dissertation advisors may receive an extension of two academic semesters before their examinations on specific subjects.
- (六) 本博士班研究生應於通過專業學科考試後4學期內提出博士論文研究計畫書，由論文及課業指導委員會負責審查。審查採口試方式進行，不及格者可申請重考1次。
  - 6.6. Oral examination of the dissertation proposal should be held within four academic semesters of passing the examinations on specific subjects. During the oral exam, the advisory committee shall evaluate the dissertation proposal and determine whether the student may advance to doctoral candidacy. Students failing the oral exam may re-take it one more time.
- (七) 未能在規定期限內完成資格考試者，應令退學。
  - 6.7. Students unable to pass Ph.D. candidacy examinations within the deadlines shall be withdrawn from the program.
- (八) 逕行修讀博士學位之研究生，未通過博士學位候選人資格考，經系、院課程規劃委員會審查通過，經校長核定，得再回原碩士班就讀。
  - 6.8. Students enrolled in the doctoral program but failing pass Ph.D. candidacy examinations may continue studies in the master program depending, upon evaluation of the committee of academic affairs of NRES, and approval of the president of the university.

#### 七、學位考試：

## 7.Ph.D. dissertation examination:

(一) 本博士班博士候選人之學位考試，以口試行之。合乎下列各項之所有規定者，得提出學位考試申請：

7.1.Ph.D. dissertation examination should take the form of oral defense (dissertation defense, hereafter). Students having completed the following requirements may schedule their Ph.D. dissertation defense.

1. 在學時間達規定之最低修業年限。

7.1.1.Duration of total enrollment has met the minimum number of required years.

2. 修畢規定之科目與學分，提出學位考試申請之當學期所修習之科目與學分得併入計算。

7.1.2.Required courses are obtained and the minimum credit hours are met. Courses taken in the same semester as the dissertation defense may be included to meet the minimum credit hours requirement.

3. 通過資格考試。

7.1.3.Students must pass the Ph.D. candidacy examinations.

4. 檢附通過「學術研究倫理課程」之成績證明。

7.1.4 The application is not complete until the NRES office receives a certificate of research ethics education or transcripts from approved ethics-related courses.

(二) 本博士班學位考試委員會置委員5至7人，校外委員至少佔1/3，由論文及課業指導委員會建議，就校內外學者專家中對研究生所提論文學科有專門研究，並具備下列資格之一者，提出建議名單，系主任提請校長遴聘之。博士班候選人之配偶或三等親內之血親、姻親，不得擔任其博士學位考試委員。

7.2.The Examination Committee for Ph.D. dissertation defense shall consist of five to seven examiners, with at least one-third from off-campus. The advisory committee shall recommend examiners who are experts in the student's field of research. The student's spouse, blood and married relatives within three degrees of relationship may not serve in any capacity on the Examining Committee. Examiners shall be nominated by the head of the department and appointed by the president of the university.

Qualified examiners should meet one of the following requirements:

1. 任教授者。

7.2.1.Full professor in a university.

2. 擔任中央研究院院士或曾任中央研究院研究員者。

7.2.2.Member of the Academia Sinica or full research scientist of the Academia Sinica.

3. 曾任副教授或擔任中央研究院副研究員，在學術上有成就者。

7.2.3.Associate professor or associate research scientist of the Academia Sinica with distinct accomplishments in the field of study.

4. 獲有博士學位，在學術上著有成就者。

7.2.4.Professional holding a doctorate degree and having distinct accomplishments in the field of study.

5. 屬於稀少性或特殊性學科，在學術上或專業上著有成就者。前項第3款至第5款之提聘資

格

認定標準，由系主任及院長認定之。

7.2.5.Professional with distinct accomplishments in a special field of study. Approval of examiners meeting requirements 7.2.3, 7.2.4, or 7.2.5 should be decided by the dean of Environmental Studies and the chairperson of NRES.

(三)、本博士班學位考試之進行，依下列規定辦理：

7.3.A Ph.D. dissertation defense in this doctoral program shall follow the rules and format below:

1. 學位考試以公開舉行為原則，須於事前公佈考試時間、地點及論文題目。

7.3.1.The Ph.D. dissertation defense shall be held in public; the time, location, and the dissertation topic shall be announced prior to the defense.

2. 學位考試委員應親自出席學位考試，不得委託他人為代表，博士學位考試委員會至少應有委員5人出席，方得舉行。

7.3.2.Examiners on the Examination Committee must be present in person and shall not be replaced by another person. At least five examiners must attend the Ph.D. dissertation defense.

3. 學位考試委員會由委員互推1人為召集人；但指導教授不得擔任召集人。

7.3.3.Examination Committee members should elect a chair through mutual consent because the

student's advisor may not serve as chair.

4. 學位考試成績，以70分為及格，100為滿分，評定以1次為限，並以出席委員評定分數平均決定之，但博士學位考試有1/2以上出席委員評定不及格者，以不及格論，不予平均。

7.3.4.The score for the Ph.D. dissertation defense is determined by averaging scores from examiners attending the defense, but if more than half of the examiners give a score < 70 points, the student will fail. An average score of a least 70 points is required to pass the examination.Maximum possible score is 100 points.

5. 論文有抄襲或舞弊情事，經學位考試委員會審查確定者，以不及格論，並送本校學生獎懲委員會處。

7.3.5.If the dissertation contains any instance of plagiarism or unethical conduct, the Examination Committee shall evaluate and confirm this. The student shall receive a non-passing grade, and shall be sent to the disciplinary committee of the university.8

(四)、學位考試不及格者，得於次學期或次學年申請重考，重考以1次為限，重考不及格者，即令退學。

7.4.Students failing the Ph.D. dissertation defense may apply to retake the Ph.D. dissertation defense the following academic semester or following academic year. Students failing the second time will be dismissed from the program.

八、畢業資格：於修業年限內符合修業規定完成資格考試與學位考試。

8.Graduation requirements:

Students having passed the Ph.D. candidacy examination and Ph.D. dissertation defense and having completed all following degree requirements within the graduation time period may apply for Ph.D. degree.

(一) 取得下列任一種英文能力證明：

8.1.Obtained any one of the following certificates of English ability:

1.通過全民英文能力分級檢定中高級初試(或參照附件表1所列同等級之英語認定標準)。

8.1.1. Pass the "Intermediate-Advanced level" in the General English Proficiency Test or equivalent. (Table 1 lists equivalent tests of English proficiency.)

2. 修習經本系認定之本校相關英文課程，且至少6學分成績達A-以上。相關英文課程如附件表2，如有變更由課程規劃委員會於每學年初公佈之。

8.1.2.Receiving a grade greater or equal to A-in each of at least six credit hours of English courses offered by NDHU and recognized by the committee of academic affairs of NRES. Acceptable English courses are listed in Table 2 and are determined by the committee of academic affairs of NRES and announced at the beginning of each academic year.

3. 曾於英語系國家取得學士(以上)學位者。

8.1.3. Receipt of a certificate for a bachelor (or higher) degree from an English speaking country.

(二) 於有審查制度之期刊上發表(含已被接受)以第1作者或通訊作者發表論文2篇，其中至少1篇發表在SCI、SSCI、A&HCI、TSSCI或EI [英文長篇學術論著(full research paper)] 期刊上；前述2篇論文需與博士研究領域相關，且經論文及課業指導委員會審查合格。

8.2.Published (or accepted for publication) as first or corresponding author of two papers in peer-reviewed journals, at least one of which is in as SCI, SSCI, A&HCI, TSSCI, EI Journal. These publications should be in the fields relevant to the Ph.D. dissertation research and approved by the student's advisory committee.

九、本校對已授予之博士學位，如發現論文有抄襲或舞弊情事，經調查屬實者，則撤銷其學位，追繳其已發之學位證書。

9.Substantiation of any instance of plagiarism or fraud in the submitted dissertation will result in revoking the degree and reclaiming the diploma.

十、本博士班研究生各項考試成績之計算，以B-為最低及格標準。

10.For all Ph.D. students, the minimum passing grade for each course is B-.

十一、本博士班研究生修讀權益相關之爭議，交由本博士班申訴委員會處理。辦法另訂之。

11.Disputes regarding student rights shall be handled by a special committee of NRES. Procedures are not

subscribed herein.

十二、本要點經環境學院院務會議通過並報教務會議核備後公告實施，修正時亦同。其他未盡之事宜，悉依學校相關規定辦理。

12.The student academic regulations are approved by the Counsel of College Affairs of NRES and the Counsel for Academic Affairs of National Dong Hwa University. Any matters regarding doctorate degrees not listed herein shall be implemented in accordance with relevant regulations of the university.

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## 國立東華大學自然資源與環境學系博士班學生修業要點(修訂前全文)

### Student Academic Regulations

### Doctoral Program

### Department of Natural Resources and Environmental Studies, National Dong Hwa University

98.11.09 98年度第1學期第1次院課程規劃委員會擬定  
98.12.14 98學年度第1學期第2次院務會議修正  
99.01.06 98學年度第1學期第2次教務會議通過  
99.11.15 99學年第1學期環境學院第1次院務會議修正通過  
99.12.27 99學年第1學期環境學院第1次院務會議修正通過  
100.01.05 99學年第1學期第2次教務會議修正通過  
100.05.09 99學年第2學期環境學院第1次院務會議修正通過  
100.06.22 99學年第2學期第2次教務會議通過  
102.04.01 101學年度第2學期第1次院務會議修正通過  
102.06.05 101學年度第2學期教務會議修正通過  
102.10.28 102學年度第1學期第1次院務會議修正通過  
103.04.14 102學年度第2學期第1次院務會議修正通過  
103.05.28 102學年度第2學期教務會議修正通過  
104.01.12 103學年度第1學期第2次院務會議修正通過  
104.04.01 103學年度第2學期第1次教務會議修正通過  
105.01.04 104學年度第1學期第2次院務會議修正通過

一、國立東華大學自然資源與環境學系博士班(以下簡稱本博士班)為規範博士班研究生修業事項，依據本校學位授予作業規章及相關規定，特訂定本修業要點。

1. The Department of Natural Resources and Environmental Studies (NRES, hereafter), National Dong Hwa University herein specifies academic regulations for its doctoral program (the doctoral program, hereafter), in accordance with the regulations and relevant guidelines for the award of a degree from this university. Academic regulations listed below concerns all doctoral students in NRES.

二、入學資格：

2. Enrollment:

(一) 公立或立案之私立大學或獨立學院或經教育部認可之外國大學各學系畢業具有碩士學位，或應屆畢業或具有同等學歷之資格，經本校博士班研究生入學考試通過者，得進入本博士班修讀博士學位。

2.1. Students holding a master degree from a local or foreign university or college or holding a master-equivalent diploma recognized by the Ministry of Education, R.O.C., and passing the entrance examination of the doctoral program may enroll in the doctoral program.

(二) 符合教育部訂定之「外國學生來華留學辦法」、「外國學生來台就學辦法」，及「國立東華大學外國學生入學辦法」修讀博士學位者，得進入本博士班修讀博士學位。

2.2. Foreign students meeting requirements of the “MOE Regulations Regarding International Students Undertaking Studies in Taiwan”, “International Students Undertaking Studies in Taiwan” by the Ministry of Education, R.O.C., and “Admission Guidelines for Foreign Students” by National Dong Hwa University may enroll in the doctoral program.

(三) 符合「國立東華大學學生逕修讀博士學位作業規定」資格者。

2.3. Students from National Dong Hwa University fulfilling the “Regulations for National Dong Hwa University Students Pursuing a Doctoral Degree(SOP-AA-01-13)” may enroll in the doctoral program.

(四) 新生因重病、懷孕、生產、哺育三歲以下幼兒或接獲兵役單位征集令，不能按時入學者經檢具有關證明於註冊前申述理由，向本校申請保留入學資格並獲准者，得延後進入本博士班修讀博士學位。

2.4. New students with serious illness, pregnancy, maternity leave, caring for a child under 3 years old, or in receipt of a draft order for military service may file an application to postpone enrollment in the doctoral program. Before registration deadline for first semester of initial enrollment, relevant documents should be

submitted to retain enrollment qualifications during postponement.

三、修業年限：至少6學期、至多14學期。

3. Yearsof enrollment:

Student should be enrolled in the doctoral program for at least six academic semesters but no more than fourteen academic semesters before receiving the doctor's degree.

四、修業規定：

本博士班研究生需修畢最低畢業學分，通過資格考試及學位考試，始取得畢業資格。通過資格考試者稱為博士候選人。修課規定：

4. Academic guidelines:

Students in the doctoral program must complete the minimum number of credit hours required and pass candidacy and dissertation examinations prior to graduation. Students passing candidacy examinations are referred to as "Ph.D. candidates."

(一) 本博士班最低畢業學分數詳如課程規劃表。

4.1. The NRES Ph.D. program requires students to complete the minimum credit hours mentioned in "Courses Requirements" before obtaining the degree of Doctor of Philosophy (Ph.D.).

(二) 本博士班研究生在入學前曾修過相關課程之學分，抵免學分之資格依「國立東華大學辦理學生抵免學分辦法」辦理，抵免學分上限為9學分。

4.2. According to the "National Dong Hwa University policy for substitution of credits", students in the master program may apply to be exempt from credits of related courses completed before enrollment. A maximum of nine credit hours can be substituted.

(三) 碩士生逕行修讀博士學位之前修習博士班課程之學分，得包含在博士班之畢業學分數。

4.3. Students enrolled in the NRES master program may decide to pursue a Ph.D. degree without first obtaining a master degree. In this case, doctoral level credits earned prior to enrolling in the doctoral program may be included in credit hours required for graduation.

(四) 逕行修讀博士學位之碩士生如放棄繼續攻讀者，其於博士班修讀之課程，可列為碩士班畢業學分數之抵免，惟須符合當年碩士班課程規劃之相關規定。

4.4. PhD students who wish to discontinue their doctoral studies may request a master degree if all course credits earned during the doctoral program fulfill requirements of the NRES masters program.

五、論文指導：

5. Thesis advising:

(一) 本博士班研究生應於入學第1學期結束前，選定論文指導教授，並繳交由師生雙方簽署之論文指導同意書。如有需要，可增選所內或所外相關教師1至2人擔任共同指導教授。

5.1. Students in the doctoral program must identify a dissertation advisor before the end of the first semester after enrollment. Students should submit the consent form with advisor's signature to the committee of academic affairs of NRES. Students may add one or two professors from the University as co-advisors.

(二) 本博士班研究生必須在入學第1學年結束前，與指導教授商議邀集相關教授，組成5人之論文及課業指導委員會。

5.2. With the assistance of their dissertation advisors, students in the doctoral program must propose an advisory committee consisting of five members to oversee student course work and dissertation research. The advisory committee should be formed by the end of the first academic year from matriculation.

(三) 本博士班研究生如欲更換論文指導教授，或是加選(更換)共同指導教授時，須繳交論文指導教授變更同意書。該同意書須經原指導教授、新指導教授及系主任簽署同意。

5.3. Students may petition the committee of academic affairs of NRES to change dissertation advisor or add or change co-advisors. This petition must include signatures of original dissertation advisor, new dissertation advisor, and head 4 of the department.

(四) 論文及課業指導委員會之功能如下：

5.4. The functions of the advisory committee are to:

1. 協助擬定修業期間應修習之課程科目；委員會得視需要要求本博士班研究生補修特定之基

礎課程。

- 5.4.1. Advise student on subjects and courses to take, thus ensuring students have breadth of knowledge in relevant areas and to fill gaps in basic knowledge.
2. 審定選修學分中可列入畢業學分者。
- 5.4.2. Determine elective courses to be included for graduation credit.
3. 決定博士學位候選人資格考試之專業學科考試科目，審查博士論文研究計畫書。
- 5.4.3. Determine specific subjects and formats of the Ph.D. candidacy(qualifying) examinations and to examine and approve research proposals for doctoral dissertation.
4. 建議博士候選人學位考試委員人選。
- 5.4.4. Propose committee members for each Ph.D. candidate's Ph.D. dissertation (comprehensive) examination.

#### 六、資格考試：

本博士班研究生在提出學位考試前，必須通過博士學位候選人之資格考試。資格考試之相關規定如下：

#### 6. Ph.D. candidacy examinations:

Students in the doctoral program must pass the Ph.D. candidacy examinations before taking Ph.D. dissertation examinations.

(一) 資格考試分為專業學科考試與博士論文研究計畫書審查兩部分。

6.1. Ph.D. candidacy examinations include examinations on specific subjects and an oral examination focusing on the dissertation proposal.

(二) 專業學科考試之科目及命題與評分的考試委員，由論文及課業指導委員會建議，指導教授召集，聘請校內、外之助理教授(或相當職級者)以上之專業人士擔任。

6.2. Examinations on specific subjects are prepared by members of the examination committee which is appointed based on suggestions from the advisory committee. The examination committee is appointed by the dissertation advisor and consists of professors (or persons with particular expertise) from within or outside of the university.

(三) 專業學科考試每學期得辦理1次，申請時間為每學期結束前2週，考試日期為每學期開學後2週內，不及格者得申請重考1次。

6.3. Examinations on specific subjects are held once each semester. Students taking examinations on specific subjects should submit a petition two weeks before the end of a semester. The exam shall take place during the first two weeks of the following semester. Students failing the first exam may re-take the examination one more time.

(四) 本博士班研究生需在修業8學期內完成專業學科考試，取得及格成績。但有特殊情況，經指導教授同意送環境學院課程規劃委員會會議通過，得再延長2學期。

6.4. Students in the doctoral program are required to pass examinations on specific subjects before completion of the eighth academic semester from first enrollment. Students with special circumstances may receive an extension of two academic semesters upon approval of dissertation advisor and the Council of Academic Affairs of the College of Environmental Studies.

(五) 轉換指導教授者，完成專業學科考試之期限得延長2學期。

6.5. Students changing dissertation advisors may receive an extension of two academic semesters before their examinations on specific subjects.

(六) 本博士班研究生應於通過專業學科考試後4學期內提出博士論文研究計畫書，由論文及課業指導委員會負責審查。審查採口試方式進行，不及格者可申請重考1次。

6.6. Oral examination of the dissertation proposal should be held within four academic semesters of passing the examinations on specific subjects. During the oral exam, the advisory committee shall evaluate the dissertation proposal and determine whether the student may advance to doctoral candidacy. Students failing the oral exam may re-take it one more time.

(七) 未能在規定期限內完成資格考試者，應令退學。

6.7. Students unable to pass Ph.D. candidacy examinations within the deadlines shall be withdrawn from the program.

(八) 逕行修讀博士學位之研究生，未通過博士學位候選人資格考，經系、院課程規劃委員會審查通過，經校長核定，得再回原碩士班就讀。

6.8. Students enrolled in the doctoral program but failing pass Ph.D. candidacy examinations may

continue studies in the master program depending, upon evaluation of the committee of academic affairs of NRES, and approval of the president of the university.

## 七、學位考試：

### 7.Ph.D. dissertation examination:

(一) 本博士班博士候選人之學位考試，以口試行之。合乎下列各項之所有規定者，得提出學位考試申請：

7.1.Ph.D. dissertation examination should take the form of oral defense (dissertation defense, hereafter). Students having completed the following requirements may schedule their Ph.D. dissertation defense.

1. 在學時間達規定之最低修業年限。

7.1.1.Duration of total enrollment has met the minimum number of required years.

2. 修畢規定之科目與學分，提出學位考試申請之當學期所修習之科目與學分得併入計算。

7.1.2.Required courses are obtained and the minimum credit hours are met. Courses taken in the same semester as the dissertation defense may be included to meet the minimum credit hours requirement.

3. 通過資格考試。

7.1.3.Students must pass the Ph.D. candidacy examinations.

4. 檢附通過「學術研究倫理課程」之成績證明。

7.1.4 The application is not complete until the NRES office receives a certificate of research ethics education or transcripts from approved ethics-related courses.

(二) 本博士班學位考試委員會置委員5至7人，校外委員至少佔1/3，由論文及課業指導委員會建議，就校內外學者專家中對研究生所提論文學科有專門研究，並具備下列資格之一者，提出建議名單，系主任提請校長遴聘之。博士班候選人之配偶或三等親內之血親、姻親，不得擔任其博士學位考試委員。

7.2.The Examination Committee for Ph.D. dissertation defense shall consist of five to seven examiners, with at least one-third from off-campus. The advisory committee shall recommend examiners who are experts in the student's field of research. The student's spouse, blood and married relatives within three degrees of relationship may not serve in any capacity on the Examining Committee. Examiners shall be nominated by the head of the department and appointed by the president of the university.

Qualified examiners should meet one of the following requirements:

1. 任教授者。

7.2.1.Full professor in a university.

2. 擔任中央研究院院士或曾任中央研究院研究員者。

7.2.2.Member of the Academia Sinica or full research scientist of the Academia Sinica.

3. 曾任副教授或擔任中央研究院副研究員，在學術上有成就者。

7.2.3.Associate professor or associate research scientist of the Academia Sinica with distinct accomplishments in the field of study.

4. 獲有博士學位，在學術上著有成就者。

7.2.4.Professional holding a doctorate degree and having distinct accomplishments in the field of study.

5. 屬於稀少性或特殊性學科，在學術上或專業上著有成就者。前項第3款至第5款之提聘資

格

認定標準，由系主任及院長認定之。

7.2.5.Professional with distinct accomplishments in a special field of study. Approval of examiners meeting requirements 7.2.3, 7.2.4, or 7.2.5 should be decided by the dean of Environmental Studies and the chairperson of NRES.

(三)、本博士班學位考試之進行，依下列規定辦理：

7.3.A Ph.D. dissertation defense in this doctoral program shall follow the rules and format below:

1. 學位考試以公開舉行為原則，須於事前公佈考試時間、地點及論文題目。

7.3.1.The Ph.D. dissertation defense shall be held in public; the time, location, and the dissertation topic shall be announced prior to the defense.

2. 學位考試委員應親自出席學位考試，不得委託他人為代表，博士學位考試委員會至少應有委員5人出席，方得舉行。

7.3.2.Examiners on the Examination Committee must be present in person and shall not be replaced by another person. At least five examiners must attend the Ph.D. dissertation



defense.

3. 學位考試委員會由委員互推1人為召集人；但指導教授不得擔任召集人。

7.3.3.Examination Committee members should elect a chair through mutual consent because the student's advisor may not serve as chair.

4. 學位考試成績，以70分為及格，100為滿分，評定以1次為限，並以出席委員評定分數平均決定之，但博士學位考試有1/2以上出席委員評定不及格者，以不及格論，不予平均。

7.3.4.The score for the Ph.D. dissertation defense is determined by averaging scores from examiners attending the defense, but if more than half of the examiners give a score < 70 points, the student will fail. An average score of a least 70 points is required to pass the examination.Maximum possible score is 100 points.

5. 論文有抄襲或舞弊情事，經學位考試委員會審查確定者，以不及格論，並送本校學生獎懲委員會議處。

7.3.5.If the dissertation contains any instance of plagiarism or unethical conduct, the Examination Committee shall evaluate and confirm this. The student shall receive a non-passing grade, and shall be sent to the disciplinary committee of the university.8

(四)、學位考試不及格者，得於次學期或次學年申請重考，重考以1次為限，重考不及格者，即令退學。

7.4.Students failing the Ph.D. dissertation defense may apply to retake the Ph.D. dissertation defense the following academic semester or following academic year. Students failing the second time will be dismissed from the program.

八、畢業資格：於修業年限內符合修業規定完成資格考試與學位考試。

8.Graduation requirements:

Students having passed the Ph.D. candidacy examination and Ph.D. dissertation defense and having completed all following degree requirements within the graduation time period may apply for Ph.D. degree.

(一) 取得下列任一種英文能力證明：

8.1.Obtained any one of the following certificates of English ability:

1.通過全民英文能力分級檢定中高級初試(或參照附件表1所列同等級之英語認定標準)。

8.1.1. Pass the "Intermediate-Advanced level" in the General English Proficiency Test or equivalent. (Table 1 lists equivalent tests of English proficiency.)

2. 修習經本系認定之本校相關英文課程，且至少6學分成績達A-以上。相關英文課程如附件表2，如有變更由課程規劃委員會於每學年初公佈之。

8.1.2.Receiving a grade greater or equal to A-in each of at least six credit hours of English courses offered by NDHU and recognized by the committee of academic affairs of NRES. Acceptable English courses are listed in Table 2 and are determined by the committee of academic affairs of NRES and announced at the beginning of each academic year.

3. 曾於英語系國家取得學士(以上)學位者。

8.1.3. Receipt of a certificate for a bachelor (or higher) degree from an English speaking country.

(二) 於有審查制度之期刊上發表(含已被接受)以第1作者或通訊作者發表論文2篇，其中至少1篇發表在SCI、SSCI、A&HCI、TSSCI或EI [英文長篇學術論著(full research paper)] 期刊上；前述2篇論文需與博士研究領域相關，且經論文及課業指導委員會審查合格。

8.2.Published (or accepted for publication) as first or corresponding author of two papers in peer-reviewed journals, at least one of which is in as SCI, SSCI, A&HCI, TSSCI, EI Journal. These publications should be in the fields relevant to the Ph.D. dissertation research and approved by the student's advisory committee.

九、本校對已授予之博士學位，如發現論文有抄襲或舞弊情事，經調查屬實者，則撤銷其學位，追繳其已發之學位證書。

9.Substantiation of any instance of plagiarism or fraud in the submitted dissertation will result in revoking the degree and reclaiming the diploma.

十、本博士班研究生各項考試成績之計算，以B-為最低及格標準。

10.For all Ph.D. students, the minimum passing grade for each course is B-.

十一、本博士班研究生修讀權益相關之爭議，交由本博士班申訴委員會處理。辦法另訂之。

11.Disputes regarding student rights shall be handled by a special committee of NRES. Procedures are not subscribed herein.

十二、本要點經環境學院院務會議通過並報教務會議核備後公告實施，修正時亦同。其他未盡之事宜，悉依學校相關規定辦理。

12.The student academic regulations are approved by the Counsel of College Affairs of NRES and the Counsel for Academic Affairs of National Dong Hwa University. Any matters regarding doctorate degrees not listed herein shall be implemented in accordance with relevant regulations of the university.

-以下空白-the end-

## 東華大學環境學院實驗室安全規則草案

### (一) 實驗室安全管理通則

- 一、各實驗室安全由各實驗室教授負責，並需張貼「緊急通報」與「急救處理流程」於明顯易讀處。
- 二、各實驗室於電話旁或其他明顯處應標明實驗室負責人，緊急聯絡人、及職務代理人等，以及其聯絡電話。
- 三、各實驗室器材、儀器、藥品等未經實驗室負責人許可，不得擅自攜出。各實驗室應依學術機構化學品管理系統規定定期申報，並妥善管理藥品。
- 四、各實驗室應排定人員進行化學藥品廢液、氣瓶、液態氮、氮及其他器材等之處理，此人員之訓練與管理由實驗室負責人行之。
- 五、欲使用本院之實驗室及其設備者，須接受各相關實驗室負責人之考核與實驗室安全衛生訓練與定期演練。
- 六、本校實驗室勞工安全衛生委員會每學期抽查實驗室安全時，本院為必抽檢院系。

### (二) 實驗室安全教育訓練

每一學年度之開學後兩週內，請各實驗室負責人依各實驗室的性質，自行決定教育訓練的範疇，並參考教育部「學校安全衛生資訊網」之線上教材，主持並完成所屬學生和助理之教育訓練。教育訓練時，實驗室成員均需朗讀「緊急通報」與「急救處理流程」。教育訓練範疇和「實驗室安全教育訓練」實施成果（表格內容如附件）需繳交至系辦核備。

### (三) 意外事件通報與處理(詳細請參閱流程圖)

- 一、如何打電話通知校園警衛隊
  - 1、撥電話：2401、2402
  - 2、報告自己姓名。
  - 3、陳述火災或緊急意外事故發生地點。
  - 4、報上自己所用電話的號碼
  - 5、儘可能明白清楚地陳述事件的發生原因
  - 6、除非對方先掛上電話，切勿先掛電話
- 二、當發生嚴重意外，傷者需要立即送醫時
  - 1、打電話通知校園警衛隊。
  - 2、若是能力許可，應依照下面步驟給予傷者初步的幫助。
    - a、若必須自危險地區搬離傷者，則小心勿使他的頭受到傷害。抓住傷者的腳，拉他至安全地方，保持安靜，並儘量使傷者舒服一點，勿吵醒傷者。
    - b、若是傷者的傷勢容許的話，應召喚並等候一位接受過訓練的人，讓他來做初步的幫助。
  - 3、若是傷者的傷勢嚴重，在等候救護人員時，可做下列步驟：
    - a、當傷者皮膚被化學物所傷時：

- (1) 除去被化學物污染的傷者衣服。
- (2) 用清水沖洗傷部至少十五分鐘。
- (3) 給予傷者醫藥處理，並召喚救護人員。
- b、當傷者眼睛被化學物所傷時：
  - (1) 用洗眼液洗滌眼睛至少十五分鐘，不時地拉起傷者上下眼皮。
  - (2) 請人幫忙，不論傷者眼睛感覺如何，應將傷者立即送醫診治。
- 4、傷者吸入毒氣中毒時：
  - a、找出原因並處理。
  - b、將傷者抬至通風處，鬆解衣扣，領帶等束縛物。不要嘗試去脫傷者的衣服。

(四) 本規則經本院院務會議通過後實施，修正時亦同。



請考量實際需求，決定貴實驗室安全教育的範疇，並勾選需完成之訓練內容  
 訓練教材參考資料來源：教育部學校安全衛生資訊網

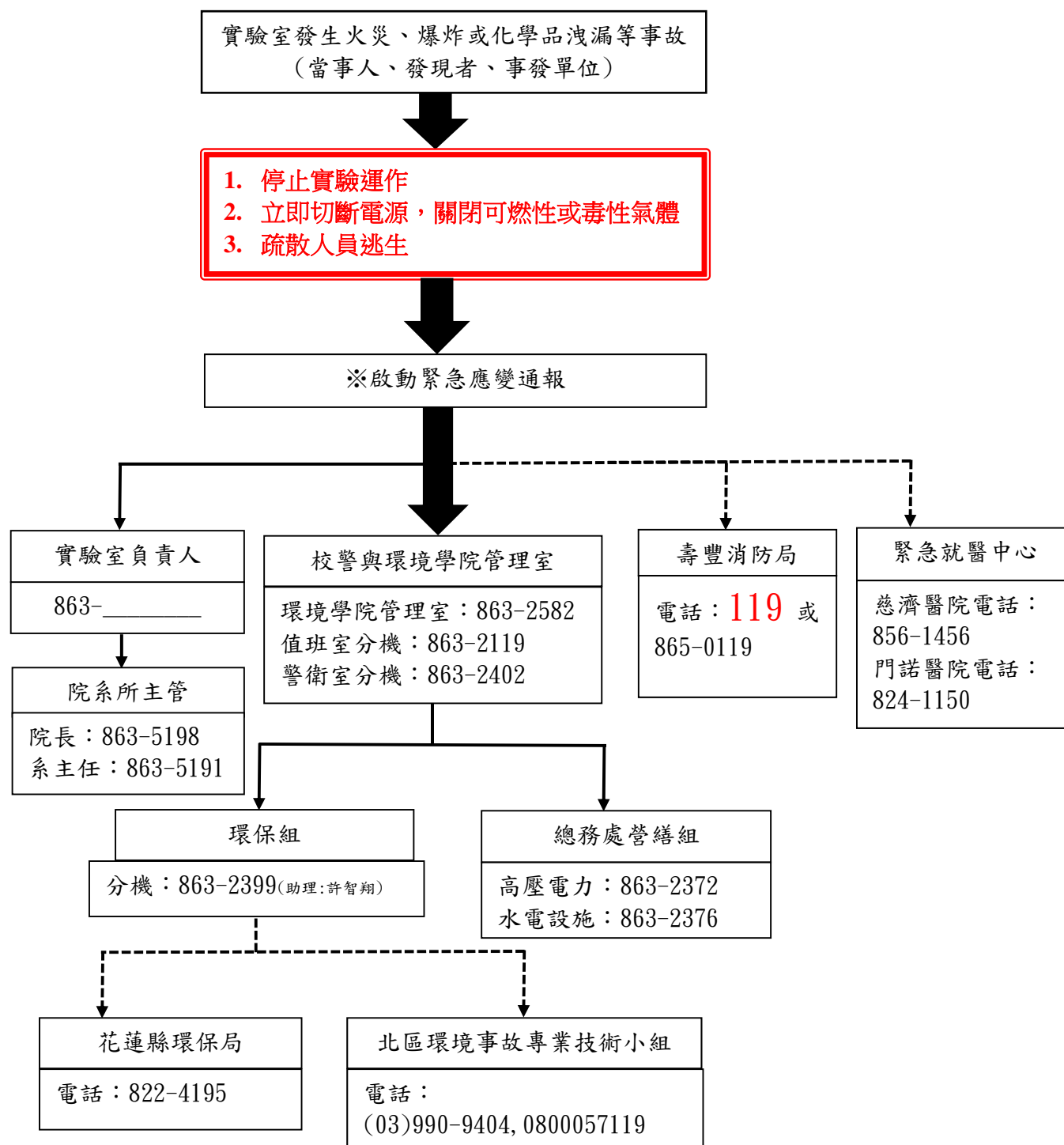
[https://www.safelab.edu.tw/FuncSystem/FuncClass\\_view.aspx?FDID=2015102611175103E6](https://www.safelab.edu.tw/FuncSystem/FuncClass_view.aspx?FDID=2015102611175103E6)

課程分類	課程名稱	需完成之教材
實驗場所安全衛生管理	A1 校園安全衛生基礎	<input type="checkbox"/>
	A2 實驗場所安全衛生管理基本概念	<input type="checkbox"/>
	A3 法規	<input type="checkbox"/>
	A4 化學品管理系統	<input type="checkbox"/>
	A5 實驗場所廢棄物	<input type="checkbox"/>
	A6 人因工程	<input type="checkbox"/>
危害通識	B1 危害通識基本概念	<input type="checkbox"/>
個人防護及緊急應變	C1 個人防護及緊急應變基本概念	<input type="checkbox"/>
	C2 餐飲危害	<input type="checkbox"/>
機電安全及危害防止	D1 機電安全及危害防止基本概念	<input type="checkbox"/>
	D2 機械	<input type="checkbox"/>
	D3 電氣	<input type="checkbox"/>
化學性危害及毒性化學物質	E1 化學性危害及毒性化學物質基本概念	<input type="checkbox"/>
	E2 暴露標準與控制	<input type="checkbox"/>
生物性危害	F1 生物性危害基本概念	<input type="checkbox"/>
	F2 動物實驗及感染性危害	<input type="checkbox"/>
輻射防護	G1 輻射防護基本概念	<input type="checkbox"/>
安全衛生實務	H1 查核	<input type="checkbox"/>
	H2 實驗場所維護	<input type="checkbox"/>
教學技巧	I1 教學技巧基本概念	<input type="checkbox"/>
	職業傷病通報與健康促進	<input type="checkbox"/>

	促進身心健康之法規遵循	<input type="checkbox"/>
	新興危害	<input type="checkbox"/>

實驗室安全教育訓練實施照片（1~2張）

## 國立東華大學環境學院實驗室緊急事故應變通報及處理流程



## 備註：

1. **—————▶**：務必通報流程      **- - - - -▶**：若必要時通報流程
2. 請實驗室負責人應立即採取緊急防治措施，並至遲於一小時內，報知當地主管機關確認，系所單位應於十二小時內報告所屬院方，所屬院方呈報校長；實驗場所負責人應自事故發生後三天內填寫意外事故報告表。
3. 請各實驗室自行填入負責人姓名與緊急聯絡分機或電話



## 參考資料

1. 國立東華大學毒性化學物質洩漏緊急應變計畫書 \_2015年01月07日  
[www.ga.ndhu.edu.tw/ezfiles/8/1008/img/749/972841922.pdf](http://www.ga.ndhu.edu.tw/ezfiles/8/1008/img/749/972841922.pdf)
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<http://envisafe.nsysu.edu.tw/files/13-1046-158331-1.php?Lang=zh-tw>
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5. 國立成功大學實驗室安全與緊急事件處理，  
[http://fmri.ncku.edu.tw/tw/equipment\\_5.php](http://fmri.ncku.edu.tw/tw/equipment_5.php)
6. 實驗室災害緊急應變計畫 - 國立臺灣海洋大學總務處。2017年09月05日取自  
<http://www.oga.ntou.edu.tw/des/files/2011/05/%E6%B5%B7%E5%A4%A7%E5%AF%A6%E9%A9%97%E5%AE%A4%E7%81%BD%E5%AE%B3%E7%B7%8A%E6%80%A5%E6%87%89%E8%AE%8A%E8%A8%88%E7%95%AB960420.doc>

# 國立東華大學環境學院 106 學年度第 1 學期第 2 次院系務會議 簽到表

時間：106 年 10 月 31 日(星期二) 中午 12 時

地點：東華大學環境學院大會議室

編號	姓名	職稱	簽到	編號	姓名	職稱	簽到	編號	姓名	職稱	簽到
1	裴家騏	教授		15	楊懿如	副教授		29	張成華	助理教授	
2	陳紫娥	教授	教授休假	16	黃國靖	副教授	請假	30	李家泓	學生代表	—
3	顧瑜君	教授	請假	17	吳海音	副教授		31	蔡昆宏	學生代表	
4	宋秉明	教授		18	張世杰	副教授		32	陳婷	學生代表	
5	許世璋	教授		19	梁明煌	副教授		33	陳怡靜	學生代表	—
6	李漢榮	教授	請假	20	蔡建福	副教授		34	TIMOTHY BERND WALLACE SEEKINGS	學生代表	
7	周志青	教授	請假	21	楊悠娟	副教授	請假	35	陳興芝	助理	
8	黃文彬	教授		22	李俊鴻	副教授		36	劉芳伶	助理	
9	蘇銘千	教授		23	林祥偉	副教授		37	夏懿心	助理	
10	孫義方	教授	教授休假	24	張有和	副教授		38	李莉莉	助理	
11	劉瑩三	教授	請假	25	顏君毅	副教授		39	謝家榛	助理	
12	戴興盛	教授		26	蔡金河	副教授		40			
13	張文彥	教授		27	許育誠	副教授		41			
14	李光中	副教授	請假	28	陳毓昀	副教授	請假	42			