

銘傳大學 108 學年度第 1 學期 桃園校區
師生面對面溝通座談會(外籍生)會議紀錄
Academic Year 2019-20 First Semester Taoyuan Campus
Meet-the-Faculty Seminar for International
Students Meeting Minutes

會議時間：108 年 10 月 18 日 (星期五) 中午 12 時

Date: Noon 12:00, October 18 (Friday), 2019

會議地點：FFB101 會議廳

Venue: FFB101 Conference Room

主 持 人：劉國偉國際副校長兼國際學院院長

Chair: Vice President for International Affairs and Dean of International College

出席師長：桃園行政處陳克琛副處長、國際教育交流處劉仁卿副處長、教務處顏昌明副教務長、資訊科技應用學程王秋光主任、旅遊與觀光學程雷芷卉主任、總務組黃金鵬組長、圖書館閱覽組何麗淑組長、成功行政暨能源管理組林祐徵組長、夜間行政組陳陵萱組長、學務組鄭典誠組長、資訊網路處林惠玉老師、國際學生顧問室莊壁憶老師及鍾明芬老師、國際學院林志純秘書、資訊科技應用學程劉詠欣秘書、旅遊與觀光學程戴淑敏秘書、國際事務與外交學程張惠婷秘書、住宿服務組武耀威教官、課外活動指導組葉芳旗老師。

Attending Staff: Deputy Executive Director of Taoyuan Campus Administration Division, Deputy Executive Director of International Education and Exchange Division, Assistant Dean of Academic Affairs Division, Director of Applied Computing Program, Director of Travel and Tourism Program, Section Chief of Taoyuan General Affairs Section, Section Chief of Taoyuan Library Readers' Services Section, Section Chief of Chengkung Administration and Energy Management Section, Section Chief of Taoyuan Evening Class Administration Section, Section Chief of Taoyuan Student Affairs Section, Specialist of Information and Network Division, Senior Clerks of Office of International Student Service, Secretary of International College, Secretary of Applied Computing Program, Secretary of Travel and Tourism

Program, Secretary of International Affairs and Diplomacy
Program, Campus Security Clerk of Housing Service Section, and
Special Program Clerk of Extracurricular Activities Section

列席人員：桃園客運代表陳副站長、第一餐廳夏經理、第二餐廳陳經理。

Invited guests: Deputy Station Chief of Taoyuan Bus Company, First
Restaurant Manager and Second Restaurant Manager.

紀錄整理：黃馨銳

Recorder: Huang, Hsin-Jui

一、主席致詞 Remarks by the chair: (略 Skip)

二、與會師長介紹 Introducing attending staff : (略 Skip)

三、師生座談 Q&A :

問題1. Final exam papers, essay writing on small wooden tables.

需嘗試在小的木頭桌寫期末考考卷。

提問人：4th-year student of Applied Computing Program

資訊學程四

Response from Academic Affairs Section: As of the first semester of
2019, all wooden desks in classrooms used for examinations
are replaced with plastic desks.

教務組回覆：108 學年度第 1 學期開始校內會考所使用考試教室已全部更
換成塑膠桌面。

**問題2. Can the foreign students, who live on campus, use their
student ID to enter and exit their dorms? Because the
Taiwanese can do it.**

外籍住宿生是否可使用學生證進出宿舍？因為本地生可以。

提問人：1st-year student of Applied Computing Program

資訊學程一

Response from Information and Network Division: Entry-related
already partly resolved by the unit.

Response from Housing Service Section: Due to the large volume of
data, Information and Network Division could not upload all

freshmen information to database right away at the beginning of the semester, which resulted in foreign students (and some local students) not being able to enter or exit dorms using student ID card. The process was managed by Information and Network Division and data entered completely; the entry system operated normally from September 12, 2019.

資訊網路處回覆：資訊網路處部份已處理完成。

住宿服務組更新回覆：開學初，因有大量新生的學生證資料進入系統資料庫，無法短期間作建檔作業，以致於外籍生學生證無法刷卡進出(包含部份本地生)異常狀態，經與資網處多次系統同步作業後，已於 108 年 9 月 12 日改善正常使用。

問題3. Restaurant 1 have many stalls closed, why? When will be opened?

為何第一餐廳很多攤位沒開？何時會開？

提問人：4th-year student of Applied Computing Program
資訊學程四

Response from the First Restaurant: In First Restaurant, 2 vendors ceased providing service and the university is actively recruiting new vendors now. If students have suggestions for fine vendors, please feel free to recommend to the university, and the university will make effort to contact them to inquire about their willingness.

第一餐廳回覆：目前一餐有 2 個櫃位未營業，正積極招商中，如果同學有覺得優質的店家，可以建議，我們會再洽詢進駐的意願。

問題4. Is it possible for English speakers to waive English Classes? If not, why?

母語為英文的學生是否可以免除英文課？如果不行，為什麼？

提問人：1st-year student of Applied Computing Program
資訊學程一

Response from International College: IC English courses are required for 6 semesters; each IC student will need to earn 9 credits for English courses as a part of the graduation requirements.

However, some English courses can be waived. Please refer to the curriculum framework for more detail. Should you need any further assistance, please contact IC Office. Thank you!

國際學院更新回覆：國際學院的英語課程為 6 學期必修。每一位國際學院學生畢業前必須取得 9 學分英語課程。然而部份英語課程可以辦理免修。請參閱課程架構上所列的相關英語免修規定。若您需更多協助，請向國際學院辦公室洽詢。謝謝您。

問題5. Can you move the basic Chinese earlier for non-dorm students? Because it' s not convenient.

非住宿生的基礎華語上課時間是否可以早一點？因為不方便。

提問人：1st-year student of Applied Computing Program
資訊學程一

Response from Applied Computing Program: Basic Mandarin is a required course for all international and overseas Chinese students in IC. The current schedule is from 16:50~19:40. IC will discuss with the teachers and try our best to arrange an earlier schedule from next year! Thank you!

資訊學程更新回覆：基礎華語為國際學院僑、外生之共同必修課程。目前，可共同排課時間為 16:50~19:40。國際學院將與授課老師們共同協商，從明年開始盡力安排較早之上課時段。謝謝。

問題6. Ask for English instructions to register for Microsoft Office 365 Programs.

希望 Microsoft Office 365 有英語版的使用說明手冊。

提問人：1st-year student of Travel and Tourism Program
觀光學程一

Response from Information and Network Division: The English version of Office 365 instruction manual is already uploaded on Information and Network Division website, please visit following link for more details:
<http://www.infonet.mcu.edu.tw/sites/default/files/u3/doc/Office%20365%28English%29.pdf>

資訊網路處回覆：已在資網處網頁上放 Office 365 英文版操作手冊，請參考

<http://www.infonet.mcu.edu.tw/sites/default/files/u3/doc/Office%20365%28English%29.pdf>。

問題7. Scheduled Buses on the App do not appear at the times at all. (2130 bus does not appear at all. Need wait for 2200 bus)

App 時刻表上的公車時間到了沒有出現，晚上 9 點 30 分的公車沒有來，需要等到 10 點 00 分。

提問人：4th-year student of Applied Computing Program
資訊學程四

Response from Taoyuan General Affairs Section: Related issues mentioned above will be handled by the representative of Taoyuan Bus Company after this Seminar. Since the APP is managed by Taoyuan City Government, we have contacted with Pubic Transportation Section, Department of Transportation, Taoyuan City Government. According to the answer, students can directly contact Taoyuan Bus Company (03-3618365) with time and bus station name for further investigation if they encounter this same situation. They can also contact General Affairs Section during office hours and the section will report the situation to Department of Transportation of Taoyuan City Government and Taoyuan Bus Company and ask them for improvement as soon as possible.

總務組更新回覆：已由與會(師生面對面會議)桃園客運代表，將上述情形攜回總公司處理。因公車動態資訊系統 APP 為桃園市政府建置，另於 10/18 下午聯繫桃園市政府交通局公共運輸科回覆如下：爾後如遇上述情形，請同學記下時間、站名等資訊，以利後續查證，亦可直接撥打桃園客運公車站(03-3618365)協處，或另於上班期間至行政聯合辦公室總務組反映，本組將儘快通報桃園市政府交通局與桃園客運查明與改善。

問題8. I found that there was no toilet paper inside the toilet beside the family mart near to the restaurant. Can you

kindly provide the toilet paper?

我發現靠近第一餐廳的全家旁的廁所沒有衛生紙，是否可以提供？

提問人：1st-year student of Travel and Tourism Program

觀光學程一

Response from Taoyuan General Affairs Section: Our section completely installed rolling toilet paper dispensers and toilet paper on October 21. If you encounter the same situation again, please report to the General Affairs Section and we will inform the responsible service supplier for improvement.

Response from Chengkung Administration and Energy Management Section: As confirmed with Taoyuan General Affairs Section, rolling toilet paper dispensers and toilet paper were completely installed on October 21.

總務組更新回覆：會後已於 10 月 21 日安裝捲筒式衛生紙盒與衛生紙，爾後每日均會由外包清潔人員負責更換，如有異常，請至行政聯合辦公室總務組反映，本組將儘快請廠商查明與改善。

成功行政暨能源管理組回覆：本組已配合總務組確認位置及提供紙架後，於 10 月 21 日完成裝設。

問題9. Broken things are not checked and repaired unless students reports them. EE705 doorknob broken for 3years. Fixed 2weeks after fill in E-Form. Soap in 2nd floor FF building toilet not refilled in 2 weeks. Filled in 2 weeks after fill in E-Form.

物品壞掉沒有被檢查到和修理，除非有學生回報。EE705 門把手損壞了 3 年。在填寫電子表單後，2 週內修好了。FF 棟 2 樓廁所的洗手乳 2 週沒有補充，在填寫電子表單後 2 週內就重新裝了。

提問人：4th-year student of Applied Computing Program

資訊學程四

Response from Taoyuan General Affairs Section:

1. The general check of classroom doors was completed before October 25, and the results has been reported to Chengkung Administration and Energy Management Section for repair. If any damaged doors are found, please

fill an e-form online and the Section will contact Chengkung Administration and Energy Management Section to fix the problems.

2. This Section will ask the cleaners to pay attention to the supply of hand soap and refill the dispensers in a timely manner. Students can contact the Section via 03-3507001 ext. 3231 (Mr. Wang) or visit General Affairs Section in person to report related matters mentioned above, and the Section will inform the responsible service supplier to make improvement as soon as possible.

Response from Chengkung Administration and Energy Management Section: This Section has an e-form (form number: 1628) for reporting related equipment maintenance affairs regarding teaching buildings, administration buildings, and dormitories. Students can also visit the Section office in person on 1st floor of Library or contact the section through 03-3507001 at extensions 3678, 3730, 3176 for reporting related equipment maintenance matters, and the Section will manage it as soon as possible. The Section has an equipment check form which responsible staff follow according to a daily, weekly, and monthly schedule to check equipment in each building. When maintenance is required, they will manage these matters as soon as possible.

總務組更新回覆：

1. 已於 10 月 25 日前完成教室大門普檢，並將檢查結果轉送成功行政暨能源管理組修繕並呈核。爾後同學如發現有異常或損壞情形，則請上網填寫電子表單，成功行政與能源管理組會盡速修繕。
2. 本組會要求外包廠商清潔人員，於每日打掃廁所時，注意洗手乳消耗速度與適時補充。同學如有發現上述缺失，歡迎來電(03-3507001 轉 3231 王老師)告知，或至行政聯合辦公室總務組反映。本組會請外包清潔廠商立即改善。

成功行政暨能源管理組回覆：針對學校教學、行政及宿舍大樓維修事宜，本組設有電子表單(表單號碼:1628)可供報修通報，或可至圖書館 1F 聯合辦公室逕洽本組，也可電洽(校內分機:3678、3730 及 3176)；

本組接獲通知將會立即協助修繕。本組水電同仁也設有每日、每週及每月針對大樓設備巡檢表，若有發現問題也都將立即處理。

問題10. The CC building' s elevator floor button is broken.

CC 棟的電梯按鈕壞掉。

提問人：3rd-year student of Applied Computing Program

資訊學程三

Response from Chengkung Administration and Energy Management

Section: We checked the elevator button functions inside and outside in CC building on October 18 after this Seminar. All buttons functioned normally. The elevator on the left side of CC building (not barrier-free elevator) only stops at the 1st, 4th and 7th floors in consideration of energy savings and operating speed. Related instructions are posted outside the elevator. There are three sets of buttons in the elevator car, and one of them is not working. This Section already notified the responsible company to manage this; meanwhile, students can use the other two sets of buttons to control the elevator, so the overall elevator operation is not affected. One set of buttons was fixed in November.

成功行政暨能源管理組回覆：10月18日當日會議結束後立即至CC樓檢測電梯車廂內外按鈕，功能正常並無損壞，至於CC樓左側電梯(非無障礙電梯)為考慮節能及運行速率，該電梯只停靠1、4、7樓，相關說明也張貼於電梯外側，請同學多加留意。至於車廂內計有三組按鈕，其中有一組按鈕機板故障於11月份已完成修繕。

問題11. For the international students who has a high proficiency and a certificate for Chinese, is it still necessary for them to take Chinese Classes?

對於那些精通漢語且有證書的國際學生，他們還需要上華語課程嗎？

提問人：1st-year student of International Affairs and Diplomacy Program

外交學程一

Response from International College: Newly admitted international students who can provide proof of a certain level of Chinese proficiency(TOCFL Band B above 60) within two weeks of classes beginning can apply to waive “Basic Mandarin I” and “Basic Mandarin II” and take “Intermediate Mandarin I” and “Intermediate Mandarin II” instead, with approval from the program chair.

國際學院回覆：本院外籍生於入學時，若能提供華語文能力測驗 TOCFL 進階級達 60 分之成績證明，得於開學 2 週內提供相關證明，經學程主任同意可申請免修「基礎華語(一)」與「基礎華語(二)」之課程，改選修相同學分「中級華語(一)」與「中級華語(二)」之課程。

問題12. Chinese learning classes should be used as an elective for so that students from different year can take this elective.
華語課程應作為選修課，以便不同年級的學生可以選修。

提問人：Questionnaire
回饋量表

Response from International College: International College offers “Intermediate Mandarin I” and “Intermediate Mandarin II” as elective courses.

國際學院回覆：國際學院提供「中級華語(一)」與「中級華語(二)」為選修課程。

四、會議結束 Conclusion

Thanks to all faculty and staff members who have answered the questions, and we really appreciate our students’ suggestions. If you have any further questions, please submit your completed question sheet to Student Affairs Section. We will try to get back to you as soon as possible.

感謝在座的師長為我們解答，更感謝各位同學提供寶貴的意見，會後若有問題，請將問題條交給學務組，我們會儘快回覆您的問題。

Meet-the-Faculty Seminar is held each semester. If you have any questions, please raise your questions during class meetings. The meeting minutes will be delivered to the relevant units and approved by the president, and publicized through the "Meet-the-Faculty Seminar" link under Student Information of Taoyuan Campus Administration Division webpage. Students are very welcome to browse the information online.

師生面對面座談會每學期舉辦。同學有任何的問題除了師生面對面座談會提出外，亦可利用班會課時提出。本場次會議紀錄，俟會後簽奉校長核定後，將公告於桃園行政處「學生相關資訊-師生面對面」網頁上，歡迎同學前往瀏覽。