靜宜大學**各學系（所）中心、室、院**課程審查作業時程

時　程	工 作 項 目	辦理單位	用　途	表　單
第 3-6 週	1. 教師上網填寫次學期課程綱要 2. 提交師資專長介紹至開課單位 3. 教學評量成績可自教師 e-portfolio 下載列印	各學系教師	課程審查用	1. 師資專長介紹表 2. 課程綱要
第 6 週	1. 舉行系課程會議，審查專業課程 2. 輸入系課程會議紀錄至入口網站 3. 提交院課程會議討論	各學系	完成系課程審查	輸入會議紀錄至入口網站
第 7 週	1. 舉行院課程會議 2. 輸入院課程會議紀錄至入口網站 3. 提交校課程會議討論（必修、必選、實習【實驗】、學程、畢業條件等需送校課程會議）	各學院	1. 完成各系（所、中心、室）提交之課程議案審查 2. 院學程課程審查	輸入會議紀錄至入口網站
第 9 週	115 學年度第 1 學期校課程會議訂於 **115 年 11 月 12 日舉行**	綜合業務組		

公告日期：2026/9/21

Schedule for Course Review

(for all Departments, Institutes, Centers, Offices, & Colleges)

Schedule	Work Items	Units	Purposes	Forms
Weeks 3-6	1. Teachers fill in online the course outlines for the next semester. 2. Submit the "Faculty Specialty" to the course offering units. 3. The scores of teaching evaluation can be downloaded from the e-portfolio of the individual teacher.	All Faculty Members	Course Review	1. Faculty Introduction 2. Course Outlines
Week 6	1. Hold Departmental Curriculum Committee Meeting to review the professional curriculum. 2. Import the Minutes of the said meeting to portal. 3. Submit to the College Curriculum Meeting for discussions.	All departments	Complete the course review process	Import the minutes to portal.
Week 7	1. Hold College Curriculum Meeting. 2. Import the minutes of the said meeting to Portal. 3. Submit to the University Curriculum Meeting for discussions (It is required to submit to the University Curriculum Meeting on the issues of required, elective, practicum (laboratory) courses, programs, and graduation credentials.)	All colleges	1. Complete the review on the curriculum plan submitted by the respective departments (institutes, centers, offices). 2. College curriculum review.	Import the minutes to portal.
Week 9	The University Curriculum Meeting for the 1st Semester of 2026-27AY is scheduled to be held on **November 12, 2026**.	Div. of R&C		

Date：9/21/2026