

Shanghai University of Medicine & Health Sciences

Academic Affairs Office,
[2021] No. 7

Each department and teaching unit:

The study plan is an important document for schools to ensure teaching quality and talent cultivation standards. It reflects the school's teaching level, talent cultivation goals, and talent cultivation mode. It is an important basis for schools to organize teaching processes, arrange teaching tasks, and carry out teaching management work. The formulation and implementation of the study plan is authoritative and serious. In order to strengthen the management of the university on the formulation (revision) and implementation of the study plan, the Measures for the Management of Undergraduate Professional Study Plan of Shanghai University of Medicine&Health Sciences is hereby formulated and printed for implementation.

Management Measures of Undergraduate Study Plan of Shanghai University of Medicine&Health Sciences

Chapter 1 General Provisions

Article 1: In order to standardize the management of undergraduate professional study plan, ensure the implementation of undergraduate study plan, and achieve the goals of undergraduate talent training, this method is formulated in accordance with relevant national regulations and combined with the actual situation of the school.

Article 2: The undergraduate professional talent training plan (hereinafter referred to as the talent training plan) is the overall design and implementation plan of the school's talent training work, and is the basic basis for the school to organize the educational and teaching process, implement teaching management, and carry out educational and teaching reforms.

Chapter 2 Development (Revision) of Talent Training Plan

Article 3: Principles for Formulating (Revising) Talent Training Plans

(1) Thoroughly implement the education policy of the Party and the state, and comprehensively carry out the fundamental task of cultivating morality and talents; Comply with national laws and regulations, as well as relevant provisions of educational authorities; Follow the laws of higher education teaching and talent growth.

(2) Based on the demand for talent cultivation in social development, and based on serving local economic construction and social development, combined with the school's positioning, characteristics, and talent cultivation goals, determine the characteristics, goals, and requirements for talent cultivation in each major.

(3) Putting students at the center and output oriented, adhering to professional quality standards, integrating general education, disciplinary education, professional education, and interdisciplinary

education organically, promoting the coordinated development and comprehensive improvement of students' knowledge, abilities, and qualities.

Article 4: Procedure for Formulating (Revising) Talent Training Plans

The formulation (revision) of talent cultivation plans should be organized by the Academic Affairs Office under the leadership of the Vice President in charge of teaching, implemented by the colleges where each major is located, and submitted to the School Teaching Committee for review. The workflow is as follows:

(1) The Academic Affairs Office is responsible for drafting the principles and guiding opinions that should be followed in the formulation (revision) of talent training plans. After being submitted to the School Teaching Committee for review and approval, it will serve as a guiding document for the formulation (revision) of talent training plans for various majors.

(2) The college has established a talent training program working group, which is jointly participated by the dean, vice dean in charge of teaching, professional leaders (responsible persons), and teacher representatives, and is specifically responsible for the formulation (revision) of relevant professional study plan in the college.

(3) The college conducted research and, based on extensive listening to opinions from teachers, students, alumni, industry regulatory authorities, and representatives of employers, drafted a preliminary talent development plan. The college also organized experts from both inside and outside the school to evaluate the talent development plans for each major. The establishment of non-public courses involving other colleges (departments) in the talent cultivation plan (revision) needs to be discussed with the department offering the courses.

(4) Based on expert opinions or suggestions, the college will revise and finalize all professional talent training plans, which will be reviewed by the college's teaching guidance committee. After approval by the college's party and government joint meeting, the plans will be submitted to the academic affairs office.

(5) Newly established undergraduate majors must develop a talent training plan when applying to the school for the

establishment of a new major, and be reviewed according to the prescribed procedures.

(6) The Academic Affairs Office will submit all professional talent training plans to the school's Teaching Committee for approval, and once approved by the school, they will begin to be officially implemented.

Article 5: The talent cultivation plan shall be comprehensively revised every five years in principle

The planned talent development plan should remain relatively stable. If necessary due to social development or policy changes, the school shall organize revisions in a timely manner.

Article 6: The formulation (revision) of talent training plans shall begin in the autumn semester

Start and complete before the end of the spring semester (with the implementation of course teaching tasks as the node). Specifically organized and coordinated by the Academic Affairs Office, with each college responsible for implementation.

Chapter 3 Implementation of Talent Training Plan

Article 7: The talent training program has authority, seriousness, and stability. Once determined, it must be strictly implemented. The Academic Affairs Office is responsible for macro management and organizational coordination, while each college is responsible for specific implementation. No unit or individual may adjust or refuse to implement the training program without authorization Case.

Article 8: Each college shall enter the talent training plan into the academic affairs system within the prescribed time, including training objectives, graduation requirements, graduation credits (including total credits and credits for each module), course offerings, etc.

Article 9: Each college shall promptly announce and interpret the talent training plan to students, so that they are aware of the training

objectives, graduation requirements, total credits, module credit requirements, and course arrangements for each semester of their major.

Article 10: Each department that offers courses shall organize the development of curriculum based on the talent training planAcademic syllabus; Issue teaching execution plans and implement teaching tasks within the specified time; Assign the teaching teacher to write a teaching schedule.

Article 11: In order to ensure the compliance, scientificity, and cutting-edge nature of study planStandardization and completeness should be promoted to continuously optimize and improve the quality of talent cultivation. Each major should organize a comprehensive evaluation of the implementation of talent cultivation plans after one cycle (academic system), and use the evaluation results as the basis for revising talent cultivation plans.

Chapter 4: Changes to Talent Development Plans

Article 12: In order to maintain the seriousness of the talent training plan and ensure the relative stability of plan implementation, after the talent training plan is approved for implementation, each college shall not make unauthorized changes.

If there are special reasons that require adjustment, the talent training plan can be partially adjusted without changing the total credits.

Article 13: Teaching semesters or exams for newly added courses, cancelled courses, or changed courses

The changes in nuclear methods and credit requirements for course groups are all within the scope of talent training program modifications.

Article 14: Procedure for Changing Talent Training Plans:

(1) The college of each specialty shall submit a written

application, fill in the Application Form for Change of Talent Training Program of Shanghai University of Medicine&Health Sciences, and the person in charge of the specialty shall explain the reason for the change and fill in the content of the change, which shall be submitted to the Academic Affairs Office after being reviewed and approved by the college and the college's teaching steering committee; If the plan change involves non-public courses of other colleges (departments), the responsible person of the department offering the course also needs to sign the opinion.

(2) The Academic Affairs Office reviews the application for changes to the talent training plan. After the review is approved, the Academic Affairs Office will officially notify the relevant colleges to implement the revised talent training plan. The college should promptly notify the teachers and students of relevant majors of any changes.

(3) The original of Application Form for Change of Talent Training Program of Shanghai University of Medicine&Health Sciences shall be kept in the Academic Affairs Office for filing, and the copy shall be returned to the application college for future reference.

(4) The application for changing the talent training plan should be submitted before the execution of the relevant planned courses

Submit based on the implementation of course teaching tasks, and the planned course execution process generally cannot be changed.

Article 15: Anyone who changes the talent training program without approval (reporting) according to regulations

Those who fail to implement the talent training plan as planned due to work negligence or make mistakes during the implementation of the talent training plan shall be punished as teaching accidents.

Chapter 5 Supplementary Provisions

Article 16 These Measures shall come into force as of the date of printing and distribution. The former Shanghai University of Medicine & Health Sciences Measures for the Management of

Undergraduate Professional Talent Training Program (Trial)
(Administration department , SUMHS [2016] No. 2) shall be
repealed at the same time.

Article 17: These Measures shall be interpreted by the Academic
Affairs Office.

President Office of Shanghai University of Medicine&Health Sciences

Printed and distributed on

November 19, 2021