

**Minutes of the University Senate Curriculum Committee
October 10, 2013**

- I A meeting of the University Senate Curriculum Committee was held on Thursday, October 10, 2013 in Room 305, Twamley Hall. Leslie Martin presided. Members present were Julie Anderson, Suzanne Anderson, Mary Baker, Sherrie Fleshman, Roxanne Hurley, Susan Kuntz, Marcellin Zahui, and Kyle Thorson. Guest: Connie Gagelin
Absent: Mary Drewes, Pradosh Simlai, and Ross Lien.
- II Minutes from September 26, 2013
- Leslie Martin moved to *approve*. The motion was seconded, voted upon, and carried unanimously.
- III New Business
- Cytotechnology – Program Suspension
 - ✚ Susan Kuntz presented program suspension request and moved to *approve*. The motion was seconded, voted upon, and carried unanimously.
- IV University Senate Curriculum Committee Standards
- Provost DiLorenzo has recommended that two in-service sessions be held to help academic units prepare curriculum applications that address his concerns as well as those of NDUS.
 - Keys to Writing Objectives and Assessment Plans that Work
 - Keys to Addressing the Budget in Higher Education Curriculum Proposals
 - Julie Anderson led a discussion on the possibility of setting general standards for the committee to use as guidelines for evaluating curriculum requests.
 - Connie Gagelin will be developing a financial “shadow form” for faculty to use as a guideline for defining resources when requesting a new program or new course.
- V Meeting adjourned 4:35 PM
- ✚ Recorded by Sharon Bruggeman, Secretary of University Senate Curriculum Committee