



CALIFORNIA STATE UNIVERSITY, DOMINGUEZ HILLS

Office of Academic Programs • WH 440 • creview@csudh.edu

PROCESS FOR OBJECTIONS TO CURRICULUM PROPOSALS

Objections during Campus-Wide Sharing #2

During the campus-wide sharing stage, there will be a 10-working day moratorium that starts from the publication date of the Curriculum Register. During this time, departments, Deans, or individual faculty may raise objections or concerns about a proposal using the Miscellaneous form in Course Leafⁱ. Once the objection has been submitted to workflow, it will go to the proposer's College Curriculum Committee chair with an FYI to Academic Programs, the proposer, and the relevant Deans.

Once objections are received, Academic Programs will create a link to the objections form, so that the proposal and the objections will travel together through workflow, and the objections themselves will be reviewed by the College Curriculum Committee, with the proposer and objector in attendance.

If the objections are resolved to both parties' satisfaction, the College Curriculum Committee will add comments to the proposal in Course Leaf noting the process and the resolution and the College Curriculum Committee can then proceed with its review.

If the objections are not resolved to both parties' satisfaction, both parties should have the opportunity to make their case to the full College Curriculum Committee and then the College Curriculum Committee will vote on the proposal. The College Curriculum Committee chair is then responsible for summarizing the process and the decision in the comments on the proposal and notifying the relevant parties (the proposer, the objector, Academic Programs, and the relevant Deans) of the decision.

If either party is dissatisfied with the decision, they have 10-working days from notification to appeal the decision to UCC using the Miscellaneous form in Course Leafⁱⁱ.

UCC Appeals Process

When UCC hears appeals, both parties will have the right to present their case directly to the committee. If objections are not resolved at the College level, UCC will invite both parties to speak, then UCC will vote to allow the proposal to proceed through the curriculum process or not. UCC members who are also members of the disputing departments will recuse themselves from this vote.

The UCC chair is responsible for providing written comments on the proposal in Course Leaf that summarizes the objections raised, the attempts to resolve the objections at UCC, and its recommendations. The UCC chair is also responsible for notifying the relevant parties outlined below:

- Faculty members who proposed and objected to the proposal in question,
- Relevant department chairs,



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- Academic Dean, and
- Academic Programs for dissemination to the appropriate committees (i.e., Graduate Council).

Objections to New Prefix Requests

Any individual and/or group who objects to a proposal for new prefix requests should submit their written objection using the Miscellaneous form in Course Leaf. Academic Programs will be notified, and the objection will go to UCC. UCC will attempt to resolve the objections in a timely manner using the process described above.

Appeal UCC Decisions

UCC decisions on same-college, cross-college objections, and new prefix requests can be appealed to EPC, subject to Academic Affairs policy [AA 2006-13](#).

ⁱ To submit an **objection** via the Miscellaneous Form by:

1. Go to: <https://nextcatalog.csudh.edu/miscadmin>
2. Fill in your contact information
3. Select 'Objection' from the 'Request Type' dropdown
4. Enter the title of your request (i.e., Objection to English program proposal)
5. Select the type of objection (i.e., course, program, etc.)
6. Describe what you are objecting to (i.e., new program, course, etc.)
7. Provide a rationale for your objection
8. Attach any supporting documents if applicable
9. Click green 'Start Workflow' button.

ⁱⁱ To **appeal** a decision made by the College Curriculum Committee or the University Curriculum Committee using the Miscellaneous form:

1. Go to: <https://nextcatalog.csudh.edu/miscadmin>
2. Fill in your contact information
3. Select 'Decision Appeal' from the 'Request Type' dropdown
4. Enter the title of your request (i.e., Appeal CCC Decision for CDV Program Modification)
5. Select whose decision you are appealing (i.e., College Curriculum Committee, University Curriculum Committee)
6. Provide a rationale for your appeal
7. Attach any supporting documents if applicable
8. Click green 'Start Workflow' button.