

## Glossary: Proposal Decisions

Individual voters in Curriculog will be given the option to approve or reject proposals—but it is the agenda administrator’s reporting of the area’s collective vote that will move the proposal to a different step.

All proposals can be “approved” or “rejected.” For proposals submitted in SP25 or later, there are also the decision options of “hold,” “cancel,” or “custom route.” Some of these are only available to the Curriculog administrators. At SUNY Delhi, the administrators are the Chair of Curriculum Committee and the Registrar.

**Approve:** Moves the proposal to the next step in the workflow

**Reject:** Sends the proposal back to the originator for editing

**Cancel:** Deletes the proposal entirely. Be very sure that you want to remove this proposal entirely from Curriculog. Agenda administrators can only choose this at the department and school levels. Otherwise, they must contact a Curriculog administrator.

**Hold:** Submits a request for the proposal to not advance in the workflow. The request is sent to the Administrator, who will approve or reject the request. The proposers will be able to continue to work on the proposal, but it will not advance until the hold is removed. This status is rarely used, usually on in the case of SUNY or external concerns. Only a Curriculog administrator can lift the hold on a proposal.

**Custom Route:** A custom route is an additional ad-hoc step outside of the normal approval process—which may add an additional voting body that is otherwise not included in the workflow. It can only be employed at the department level if you feel that another area should review the proposal. Custom routes require the approval of the Curriculog administrator.