

Request for Calendar Change Form

Tracking No:
(Senate Secretary's Office
use only)
Date:

| | | |
|------|------------------------------------|------------------------------------|
| To | Secretary of Senate | |
| From | Name(Dean): | Faculty |
| | Bahram Dadgostar | Faculty of Business Administration |
| | Department the change relates to | |
| | Faculty of Business Administration | |
| | Contact Person | |
| | R. M. Isotalo | |

Is the proposed calendar change Undergraduate

Instructions:

1. In all cases please complete and attach section 1 and 2
2. If the calendar change affect other departments/schools/faculties complete and attach section 3
3. If the answer to any of the questions below is yes, explain. Attach separate sheets with reference to the question

| | | |
|--|--|---|
| 1. Do the proposed changes affect other departments/ schools/faculties in terms of their calendar change? | Yes <input type="checkbox"/> | No <input checked="" type="checkbox"/> |
| 2. Is a transition plan needed for student in progress? | Yes <input checked="" type="checkbox"/> | No <input type="checkbox"/> |
| 3. Are the proposed changes likely to affect student enrollment in your department/school/faculty? | Yes <input type="checkbox"/> | No <input checked="" type="checkbox"/> |
| 4. Are the proposed changes likely to affect student enrollment in other departments/schools/faculties at Lakehead University? | Yes <input type="checkbox"/> | No <input checked="" type="checkbox"/> |
| 5. Will the proposed changes require additional teaching space and/or teaching staff and/or equipment and/or other resources? | Yes <input type="checkbox"/> | No <input checked="" type="checkbox"/> |
| 6 Will the proposed changes affect existing teaching loads within your department/school/faculty? | Yes <input type="checkbox"/> | No <input checked="" type="checkbox"/> |
| 7. Will the proposed changes increase demand for teaching support services such as the library, computing services and technical staff ? | Yes <input type="checkbox"/> | No <input checked="" type="checkbox"/> |
| 8. Will the proposed change require direct or in-kind support from outside the academic unit? | Yes <input type="checkbox"/> | No <input checked="" type="checkbox"/> |
| 9. Do the proposed changes include change in course(s) which is/are required core course(s) for a major? | Yes <input checked="" type="checkbox"/> | No <input type="checkbox"/> |
| 10. Do the proposed changes include a change in course which is | Yes | No |

service/required course(s) in another program? Yes No

11. Do the proposed changes include change in course(s) which is/are open elective available to any student in any program? Yes No

12. Do the proposed changes include change in course(s) which is/are elective in a major i.e. restricted to students in a major? Yes No

Signatures:

Date approved by faculty council

25/11/2011

Section 1

Description of the Proposed Calendar Change:

Addition of Business 2011 - Professional Orientation as a required course in the 2nd year of the Administrative Studies Major of the Honours Bachelor of Commerce Program.

Rationale of the Proposed Calendar Change(s):

(Corresponding to Section 2 where required)

This course replaces the originally proposed course Business 3311 which was to provide foundation topics in business, using a condensed one week format for students entering the 3rd year of the program.

Section 2

Existing Calendar Entries:
(Page reference based on hard copy or
URL based on electronic version of
calendar)

Proposed Calendar Entries/Addition/ Deletion
-If only addition, specify page number and
placement in university calendar
-If only deletion, write Deleted

Business 2011 - Professional Orientation
Credit Weight: 0.5

Prerequisite(s) - Admission to the Honours
Bachelor of Commerce Administrative Studies
major

The course prepares students by actively engaging them in managerial knowledge and skill building exercises. Students practice individual and group decision making, prepare case studies, analyze data using essential business software, write business reports, and make presentations. Through active student-faculty involvement and guest speakers, students gain perspective of the attitudes and commitment necessary to achieve future success in the program.

Section 3

The Faculty(ies) affected by the proposed calendar change

Faculty of Business Administration

I have been consulted regarding the attached calendar change and understand the academic and budgetary implication on my Dept./School/Faculty.

I agree to this calendar change proposal

Yes

No

Name:

Bahram Dadgostar

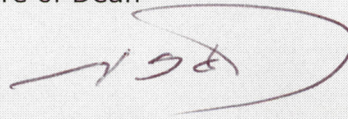
Faculty:

Faculty of Business Administration

Date:

01/12/2011

Signature of Dean

A handwritten signature in dark ink, appearing to be 'B. Dadgostar', is written over a faint circular stamp or watermark.

Business 2011

2. Students currently enrolled in this course are registered in Business 4011 FA – Independent Research. This registration was discussed with the Registrar and is a temporary registration that will be changed once the course Business 2011 is approved by Senate. Once approval has been received all students registered in this course will be deregistered from Business 4011 and registered in Business 2011.

9. This course replaces the originally proposed course Business 3311 which was to provide foundation topics in business, using a condensed one week format for students entering the 3rd year of the program.

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