

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 type="checkbox"/> | No
<input checked="" type="checkbox"/> |
| 3. Are the proposed changes likely to affect student enrollment in your department/school/faculty? | Yes
<input checked="" type="checkbox"/> | No
<input 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 type="checkbox"/> | No
<input checked="" 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

Section 1

Description of the Proposed Calendar Change:

Rationale of the Proposed Calendar Change(s):
(Corresponding to Section 2 where required)

Honours Bachelor of Commerce students are required to select a major at the end of the second year of the program. These students are able to apply and compete for business co-operative education positions once they have completed their first year of specialized studies in their selected major, which takes place in the third year of the program. In many cases students are required to travel to large urban centers to undertake their co-operative education placements.

It has been the experience of the Faculty of Business Administration that twelve month internships are frequently offered to business students by private sector firms and public sector organizations. It has also been the experience of the Faculty of Business Administration that securing a second placement for four months has been difficult. In many cases students are required to travel and find accommodations in new locations which becomes very expensive for students and discourages students from applying to the cooperative education program. Unlike co-operative education programs conducted by universities in large urban centres, Lakehead does not have established relationships with business firms offering regular or rotating four-month co-operative education work term placements for business students. In many cases business students are locating their internship placements through personal and business contacts.

Academically the completion of a twelve month work term satisfies the Faculty of Business Administration in that cooperative education students are exposed to a twelve-month management cycle of planning, implementation and evaluation of twelve month tactical plans.

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

9. Honours Bachelor of Commerce
Co-operative Option
Majors in:
Accounting
Business Finance
Human Resources Management/Industrial Relations
Information Systems
Marketing
REGULATIONS
(a) To be considered for admission to this special program, a student must have satisfactorily completed all courses required for Year I. Students are selected on a competitive basis.
(b) The University will provide employment contacts with participating employers for each student prior to each work period. Students must apply for placement opportunities. Employers make hiring decisions on a competitive basis.
(c) Year to year continuation in the program requires that regular program requirements be met, and all required Business Work Placements be successfully completed.
(d) Work term credits (Business Work Placements) are not applicable towards the completion of a regular Honours Bachelor of Commerce degree or Bachelor of Administration degree.

9. Honours Bachelor of Commerce
Co-operative Option
Majors in:
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(a) To be considered for admission to this special program, a student must have satisfactorily completed all courses required for Year I. Students are selected on a competitive basis.
(b) The University will provide employment contacts with participating employers for each student prior to each work period. Students must apply for placement opportunities. Employers make hiring decisions on a competitive basis.
(c) Year to year continuation in the program requires that regular program requirements be met, and all required Business Work Placements be successfully completed.
(d) Work term credits (Business Work Placements) are not applicable towards the completion of a regular Honours Bachelor of Commerce degree or Bachelor of Administration degree.
(e) Students must complete a minimum of three work terms to satisfy the Honours Bachelor of Commerce Co-operative option.

Section 3

The Faculty(ies) affected by the proposed calendar change

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:

07/01/2013

Signature of Dean

