

Request for Calendar Change Form

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

Date:

To	Secretary of Senate	
From	Name(Dean):	Faculty
	Dr. Andrew Dean	Science & Environmental Studies
	Department the change relates to	
	Geography	
	Contact Person	
	Dr. Brian Lorch	

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 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 checked="" type="checkbox"/> | No
<input 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:

Addition of new course - Geography 3271: Geography Field Methods to replace two existing courses - Geography 3291 and 3292.

Rationale of the Proposed Calendar Change(s):

(Corresponding to Section 2 where required)

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The addition of this course streamlines our offerings by collapsing two half courses into one. The predecessor courses (3291 and 3292) were offered in a concentrated format in late August / early September prior to the commencement of fall term classes. The proposed new course (Geography 3271) will adopt a different format that will see the course carry through the entire fall term thereby allowing students more time to practise the methods learned and prepare more extensive written reports and presentations than was possible in the one week format used by the predecessor classes.

Geography 3271 will be coordinated by the Chair of the Department as part of his/her normal load. Various geography faculty will be expected to contribute to the course on a rotating basis. These assignments will be determined by Chair and treated as work assigned over and above normal teaching load. Some Professors Emeriti of the Department have indicated an interest in contributing to the course. These arrangements re load have been discussed extensively at the Department level and there is consensus to proceed as outlined above.

Faculty costs will be covered by an existing Field Trip Expense allocation in the Department budget. This line item has been held constant at \$380 since the late 1970s. We will be approaching our Dean to request that an additional \$500 per year be allocated to this budget line to defray the travel, food and accommodation costs incurred by faculty contributing to the course. This increment will facilitate field trips to more distant places within northwestern Ontario.

Student costs associated with travel and accommodation will be covered by an extra fee assessed to students in the course. Students will also be responsible for the acquisition of any personal gear (primarily clothing / footwear) necessary for carrying out field work. If travel to USA is involved, students will also be responsible for securing documents necessary to cross the border.

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Implementation of Items 1-3 will require a minor edit to the description of the HBA Geography and HBSCc Geography programs to remove a previous restriction regarding Geography 3291 and 3292. The Department no longer wishes to enforce this restriction (See Item 4 in Existing Entries) as we are trying to promote field experience as an integral component of geographical training / learning.

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

1

Page 201

Geography 3291 - Field Techniques

Delete

2

Page 201

Geography 3292 - Geography Field School

Delete

3

Geography 3271

Geography Field Methods

2-4;0 -0

Prerequisite: Completion of the 2nd year of an Honours Program in Geography or permission of the Department*

An introduction to field methods used by geographers through a series of off-campus labs, field trips and weekend field excursions. Topics covered will vary from year to year, dependent on the expertise of the course instructors, but will include physical, human and environmental aspects of Geography.

An extra course fee will be charged to cover travel and accommodation costs. Students will be required to have personal gear and equipment necessary to carry out field work. These equipment needs will be posted on the Department's web site.

* Students in other programs may be permitted to join the course provided space is available and background in a cognate discipline has been attained.

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198 and 200

Program Descriptions for
Honours BA (Geography Major) and Honours
BSc (Geography Major)
Third Year
Item 1 (b) Two FCEs in Geography at the
third year level (excluding Geography 3291
and 3292)

Delete "(excluding Geography 3291 and 3292)

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:

Faculty:

Date:

Signature of Dean