

## Request for Calendar Change Form

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

Date:

To	Secretary of Senate	
From	Name(Dean):	Faculty
	<input style="width: 95%; height: 15px;" type="text" value="Gillian Siddall"/>	<input style="width: 95%; height: 15px;" type="text" value="Social Sciences and Humanities"/>
	Department the change relates to	
	<input style="width: 95%; height: 15px;" type="text" value="English"/>	
	Contact Person	
	<input style="width: 95%; height: 15px;" type="text" value="Douglas Ivison (Grad Coordinator) or Judith Leggatt (Chair)"/>	

Is the proposed calendar change Graduate

### 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<br><input type="checkbox"/>            | No<br><input checked="" type="checkbox"/> |
| 2. Is a transition plan needed for student in progress?  | Yes<br><input type="checkbox"/>            | No<br><input checked="" type="checkbox"/> |
| 3. Are the proposed changes likely to affect student enrollment in your department/school/faculty?                                       | Yes<br><input checked="" type="checkbox"/> | No<br><input type="checkbox"/>            |
| 4. Are the proposed changes likely to affect student enrollment in other departments/schools/faculties at Lakehead University?           | Yes<br><input type="checkbox"/>            | No<br><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<br><input type="checkbox"/>            | No<br><input checked="" type="checkbox"/> |
| 6 Will the proposed changes affect existing teaching loads within your department/school/faculty?  | Yes<br><input type="checkbox"/>            | No<br><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<br><input type="checkbox"/>            | No<br><input checked="" type="checkbox"/> |
| 8. Will the proposed change require direct or in-kind support from outside the academic unit?  | Yes<br><input type="checkbox"/>            | No<br><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<br><input type="checkbox"/>            | No<br><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:

- 1) Creation of a Creative-Project program, which will allow students to complete a creative project as part of the requirements for the MA program.
- 2) Elimination of the Language requirement.
- 3) Revision of theory requirement.
- 4) Add new course listings for courses already being taught as Special Topics courses.

#### Rationale of the Proposed Calendar Change(s):

(Corresponding to Section 2 where required)

1

Rationale: We are responding to student demand for such an option.  
 Budgetary Implications: None. In fact, we may attract a few additional students into the MA program. While this program can be administered using our existing complement of tenure stream faculty, if it is particularly popular, we will make sure our next hire has some expertise in creative writing in order to spread the workload around.

2

Other English MA programs have eliminated their second-language requirements. It will also help to improve times to completion.

3

Due to changes in the undergraduate program, the required courses are no longer offered.

4

To better reflect current course offerings. These courses are already being taught as special topics, and the additions will not affect the number of FCE offered at the Graduate level.

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

[http://calendar.lakeheadu.ca/current/programs/Graduate\\_Studies/gradengl.html](http://calendar.lakeheadu.ca/current/programs/Graduate_Studies/gradengl.html)

**MASTER OF ARTS IN ENGLISH**  
Candidates are accepted under the regulations governing the Master's degrees (see page 267-269) provided they also satisfy the requirements of the department.  
(a) As prerequisites and/or co-requisites for graduate work, candidates must have taken/be taking English 4903 or 4904, or their equivalents. Should the candidates be lacking in these areas, they must take the necessary course or courses in addition to the other courses in order to qualify for the Master of Arts degree.  
(b) Candidates should communicate with the Graduate Coordinator of the Department of English concerning offerings for the ensuing year.  
(c) Thesis and research-project program candidates should also discuss possible thesis or research-project topics with the Graduate Coordinator of the department in order that a thesis or research-project supervisor may be assigned.  
(d) Applications for entrance into the Master of Arts program should be submitted by February 1. Late applications may be considered for admission, but may not be eligible for funding.  
**PROGRAMS**  
(a) The English Department offers 4 programs of study at the graduate level: the thesis program, the research-project program, the course-work program, and the collaborative Women's Studies program, all of which involve four FCEs.  
(b) Language requirement:  
All candidates for the MA degree in English must demonstrate a reading knowledge of French. The Department may allow a student to substitute another language, subject to the availability of adjudicators. Such reading knowledge will be determined by the Department of English in consultation, if necessary, with the concerned members of the Department of Languages.  
(c) The Thesis Program:

**MASTER OF ARTS IN ENGLISH**  
Candidates are accepted under the regulations governing the Master's degrees (see page 267-269) provided they also satisfy the requirements of the department.  
(a) Theory requirement: As prerequisites and/or co-requisites for graduate work, candidates must have taken/be taking at least 1 FCE in literary and cultural theory, such as English 2903 or its equivalent. Should the candidates be lacking in this area, they must take 1 FCE in literary and cultural theory, normally English 2903, in addition to the other courses in order to qualify for the Master of Arts degree.  
(b) Candidates should communicate with the Graduate Coordinator of the Department of English concerning offerings for the ensuing year.  
(c) Thesis, research-project, and creative-project program candidates should also discuss possible thesis, research-project, or creative-project topics with the Graduate Coordinator of the department in order that a thesis, research-project, or creative-project supervisor may be assigned.  
(d) Applications for entrance into the Master of Arts program should be submitted by February 1. Late applications may be considered for admission, but may not be eligible for funding.  
**PROGRAMS**  
(a) The English Department offers 5 programs of study at the graduate level: the thesis program, the research-project program, the creative-project program, the course-work program, and the collaborative Women's Studies program, all of which involve four FCEs.  
(b) The Thesis Program:  
To fulfill the thesis option, the student must successfully complete English 5790, three additional half courses (or the equivalent) in English at the graduate level, and a thesis (two FCEs) for a total of 4 FCEs.  
Full-time thesis students should observe the following schedule:  
1. secure a supervisor by February 1 and submit a

To fulfill the thesis option, the student must successfully complete English 5790, three additional half courses (or the equivalent) in English at the graduate level, and a thesis (two FCEs) for a total of 4 FCEs.

Full-time thesis students should observe the following schedule:

1. secure a supervisor by February 1 and submit a thesis proposal, as approved by the supervisor, to the Graduate Committee for its approval no later than by May 1 of the first year in the program;
2. submit the revised version of the thesis proposal, if necessary, as approved by the supervisor, to the Graduate Committee for its approval no later than September 1 of the second year in the program;
3. submit a thesis progress form to the Graduate Committee no later than December 1 of the second year in the program;
4. submit the completed thesis for examination by the internal examiner no later than February 15 of the second year in the program;
5. submit the completed thesis for examination by the external examiner no later than March 1 of the second year in the program.

Part-time students are expected to follow the same process but over a slightly longer time (see Period of Study, page 308).

(d) The Research-Project Program:

To fulfill the research-project option, the student must successfully complete English 5790, five additional half-courses (or the equivalent) in English at the graduate level, and a research project (1 FCE) for a total of 4 FCEs. Full-time research-project students should secure a supervisor and submit a research-project proposal to the Graduate Committee for its approval no later than two months prior to the beginning of the term in which the research project will be completed. Students who fail to complete the research project in one term will be required to drop the research project and change to the course-route program and complete two half-courses (or the equivalent) in English at the graduate level in the following term.

Part-time students are expected to proceed at a slower pace but within the time limits (Period of Study) specified on page 308.

(e) The Course-work Program:

To fulfill the course-work option, the student must successfully complete English 5790 and seven additional half-courses (or the equivalent) in English at the graduate level for a total of 4 FCEs.

Full-time students who select the course-work

thesis proposal, as approved by the supervisor, to the Graduate Committee for its approval no later than by May 1 of the first year in the program;

2. submit the revised version of the thesis proposal, if necessary, as approved by the supervisor, to the Graduate Committee for its approval no later than September 1 of the second year in the program;
3. submit a thesis progress form to the Graduate Committee no later than December 1 of the second year in the program;
4. submit the completed thesis for examination by the internal examiner no later than February 15 of the second year in the program;
5. submit the completed thesis for examination by the external examiner no later than March 1 of the second year in the program.

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Part-time students are expected to proceed at a slower pace but within the time limits (Period of Study) specified on page 308.

(d) The Creative-Project Program:

To fulfill the creative-project option, the student must successfully complete English 5790, five additional half-courses (or the equivalent) in English at the graduate level, and a creative project (1 FCE) for a total of 4 FCEs. Full-time creative-project students should secure a supervisor and submit a creative-project proposal and writing portfolio to the Graduate Committee no later than two months prior to the beginning of the term in which the creative project will be completed. Students who fail to complete the creative project in one term will be required to drop the creative project and change to the course-

stream must have registered by the beginning of the Fall term of their second year for the courses that remain to be taken to complete the requirements for the degree.

Part-time students are expected to proceed at a slower pace but within the time limits (Period of Study) specified on page 308.

**(e) COLLABORATIVE GRADUATE PROGRAM WITH SPECIALIZATION IN WOMEN'S STUDIES**

To fulfill the Women's Studies option, the student must successfully complete Women's Studies 5101 and English 5790, as well as satisfy the following requirements:

Thesis students will take an elective half-course in English at the graduate level and write a thesis (2 FCEs) upon a subject related to both English and Women's Studies, for a total of 4 FCEs.

Research-Project students will take three elective half-courses (or the equivalent) in English at the graduate level and write a research project (1 FCE) upon a subject related to both English and Women's Studies, for a total of 4 FCEs.

Course-work students will take five elective half-courses (or the equivalent) in English at the graduate level for a total of 4 FCEs. Two of the major papers written for these graduate course(s) must be focused on a subject related to Women's Studies. One page proposals must be approved by an English-based Women Studies subcommittee no later than six weeks into the term(s).

See the Specialization in Women's Studies, page 272.

Note:

It is possible for a student to change from one MA program to the other provided that he/she secures the approval of the Graduate Studies Committee.

work program and complete two half-courses (or the equivalent) in English at the graduate level in the following term.

Part-time students are expected to proceed at a slower pace but within the time limits (Period of Study) specified on page 308.

e) The Course-work Program:

To fulfill the course-work option, the student must successfully complete English 5790 and seven additional half-courses (or the equivalent) in English at the graduate level for a total of 4 FCEs. Full-time students who select the course-work stream must have registered by the beginning of the Fall term of their second year for the courses that remain to be taken to complete the requirements for the degree.

Part-time students are expected to proceed at a slower pace but within the time limits (Period of Study) specified on page 308.

**(f) COLLABORATIVE GRADUATE PROGRAM WITH SPECIALIZATION IN WOMEN'S STUDIES**

To fulfill the Women's Studies option, the student must successfully complete Women's Studies 5101 and English 5790, as well as satisfy the following requirements:

Thesis students will take an elective half-course in English at the graduate level and write a thesis (2 FCEs) upon a subject related to both English and Women's Studies, for a total of 4 FCEs.

Research-Project students will take three elective half-courses (or the equivalent) in English at the graduate level and write a research project (1 FCE) upon a subject related to both English and Women's Studies, for a total of 4 FCEs.

Creative-Project students will take three elective half-courses (or the equivalent) in English at the graduate level and write a creative project (1 FCE) of relevance to Women's Studies, for a total of 4 FCEs.

Course-work students will take five elective half-courses (or the equivalent) in English at the graduate level for a total of 4 FCEs. Two of the major papers written for these graduate course(s) must be focused on a subject related to Women's Studies. One page proposals must be approved by an English-based Women Studies subcommittee no later than six weeks into the term(s).

See the Specialization in Women's Studies, page 272.

Note:

It is possible for a student to change from one MA program to the other provided that he/she secures the approval of the Graduate Studies Committee.

2

[http://calendar.lakeheadu.ca/current/programs/Graduate\\_Studies/gradengl.html](http://calendar.lakeheadu.ca/current/programs/Graduate_Studies/gradengl.html)

Existing Entry

(b) Language requirement:

All candidates for the MA degree in English must demonstrate a reading knowledge of French. The Department may allow a student to substitute another language, subject to the availability of adjudicators. Such reading knowledge will be determined by the Department of English in consultation, if necessary, with the concerned members of the Department of Languages.

Delete Entry

3

[http://calendar.lakeheadu.ca/current/programs/Graduate\\_Studies/gradengl.html](http://calendar.lakeheadu.ca/current/programs/Graduate_Studies/gradengl.html)

(a) As prerequisites and/or co-requisites for graduate work, candidates must have taken/be taking English 4903 or 4904, or their equivalents. Should the candidates be lacking in these areas, they must take the necessary course or courses in addition to the other courses in order to qualify for the Master of Arts degree.

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4

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New Entry

Add the following course listings:

English 5XXX (ST)  
Special Topics in Medieval Literature  
3-0; or 3-0

Studies in Medieval literature. Specific authors and topics may vary from year to year.

English 5XXX (ST)  
Special Topics in Children's Literature  
3-0; or 3-0

Studies in Children's Literature. Specific authors and topics may vary from year to year.

English 5XXX (ST)  
Special Topics in Cultural Studies  
3-0; or 3-0

Studies in Cultural Studies. Specific topics may vary from year to year.

English 5XXX  
Creative Project

The supervised writing of a manuscript of approximately 40 to 80 pages.

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