

## 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%;" type="text" value="Dr. Reino Pulkki"/>	<input style="width: 95%;" type="text" value="Forestry and the Forest Environment"/>
	Department the change relates to	
	<input style="width: 95%;" type="text" value="Forestry and the Forest Environment"/>	
	Contact Person	
	<input style="width: 95%;" type="text" value="Dr. Reino Pulkki"/>	

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 type="checkbox"/> | No<br><input checked="" 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 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: PhD (Forest Sciences) change in wording under Comprehensive Examination
Rationale of the Proposed Calendar Change(s): (Corresponding to Section 2 where required)
<input type="text" value="1"/> Currently a student who fails his/her qualifying examination may revert to a Master's Program. This change allows the same option for a student who fails his/her comprehensive examination.

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
<div style="border: 1px solid black; padding: 2px; margin-bottom: 5px;">1</div> <div style="border: 1px solid black; padding: 2px; margin-bottom: 5px;">330</div> <p>4. Comprehensive Examination The comprehensive examination will assess the student's general preparedness for the PhD degree and specific areas in his or her chosen area of study and research. It will also assess the student's ability to integrate material from divergent areas, to reconcile theoretical, methodological and empirical issues, and to think critically and creatively. The comprehensive examination will be an oral examination conducted in camera by the Comprehensive Examination Committee. The comprehensive examination must be completed at least one year prior to graduation and is expected to be no later than 24 months after initial registration. Only two attempts at the comprehensive examination will be permitted. Students who fail the second attempt will be required to leave the PhD program. At least three months before the Comprehensive Examination, the Supervisory Committee will meet with the student to review the requirements for the comprehensive examination, the procedures to be followed and to set the date for the examination. A record of this information will be given to the student and another placed in the student's file. The Comprehensive Examining Committee will consist of the student's Supervisory Committee and at least one additional examiner who is external to the supervisory committee. The external examiner is appointed by the Dean of the Faculty of Forestry and the Forest Environment on the recommendation of the Supervisory Committee. The Examination will be Chaired and Moderated by the PhD (forest sciences) program coordinator or designate. The Chair will only vote in cases of a tie committee vote. The oral examination should normally be a maximum of three hours. After the Examination, the Comprehensive Examination Committee will decide on one of the following outcomes: 1) Pass will be awarded to a student who demonstrates an acceptable level of</p>	<p>4. Comprehensive Examination The comprehensive examination will assess the student's general preparedness for the PhD degree and specific areas in his or her chosen area of study and research. It will also assess the student's ability to integrate material from divergent areas, to reconcile theoretical, methodological and empirical issues, and to think critically and creatively. The comprehensive examination will be an oral examination conducted in camera by the Comprehensive Examination Committee. The comprehensive examination must be completed at least one year prior to graduation and is expected to be no later than 24 months after initial registration. Only two attempts at the comprehensive examination will be permitted. Students who fail the second attempt will be required to leave the PhD program, or on the recommendation of the Comprehensive Examination Committee, transfer to the Master's Program. At least three months before the Comprehensive Examination, the Supervisory Committee will meet with the student to review the requirements for the comprehensive examination, the procedures to be followed and to set the date for the examination. A record of this information will be given to the student and another placed in the student's file. The Comprehensive Examining Committee will consist of the student's Supervisory Committee and at least one additional examiner who is external to the supervisory committee. The external examiner is appointed by the Dean of the Faculty of Forestry and the Forest Environment on the recommendation of the Supervisory Committee. The Examination will be Chaired and Moderated by the PhD (forest sciences) program coordinator or designate. The Chair will only vote in cases of a tie committee vote. The oral examination should normally be a maximum of three hours. After the Examination, the Comprehensive Examination Committee will decide on one of the following outcomes: 1) Pass will be awarded to a student who</p>

knowledge of his/her area of study and requires a simple majority vote by the Committee.

2) Re-examination will be awarded to a student who does not have an acceptable level of knowledge of his/her area of study and requires a simple majority vote by the Committee. The re-examination must occur no earlier than one month and no later than six months after the first examination. The outcome of the re-examination can only be "pass" or "fail".

3) Fail will be awarded to a student who in the re-examination can still not demonstrate an acceptable level of knowledge of his/her area of study and requires a simple majority vote by the Committee.

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2) Re-examination will be awarded to a student who does not have an acceptable level of knowledge of his/her area of study and requires a simple majority vote by the Committee. The re-examination must occur no earlier than one month and no later than six months after the first examination. The outcome of the re-examination can only be "pass" or "fail".

3) Fail will be awarded to a student who in the re-examination can still not demonstrate an acceptable level of knowledge of his/her area of study and requires a simple majority vote by the Committee.

Section 3

The Faculty(ies) affected by the proposed calendar change

The Faculty of Forestry and the Forest Environment

**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:

Dr. Reino Pulkki

Faculty:

The Faculty of Forestry and the Forest Environment

Date:

05/02/2009

Signature of Dean