

Request for Calendar Change Form

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

To Secretary of Senate
From Name(Dean): Faculty
Department the change relates to
Contact Person

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
<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 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

21/10/2010

Section 1

Description of the Proposed Calendar Change:

Change in wording with respect to "Advisory Committee" (undefined) to "Supervisory Committee" which would also match the regulations in the PhD (Forest Sciences) Program.

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

1

Nowhere is there a definition for "Advisory Committee" although this term appears in three places in the existing regulations. The general regulations for graduate studies define "Thesis Committee" to consist of just two core faculty members, including the Thesis Supervisor. There is an opportunity to have the definition match the PhD (Forest Sciences) regulation, by opting to define the "Supervisory Committee" in place of the undefined "Advisory Committee."

3

The regulation adds nothing to the existing general regulations for graduate studies.

4

The existing description of how we admit students from allied disciplines is not definitive. It is difficult to interpret - a student record is to be assessed on "understanding of the core elements of forestry". Suggest that the paragraph be rephrased more concisely to follow the model in the PhD (Forest Sciences) regulations.

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

Upon first registration, each student, in conjunction with the Supervisor and Advisory Committee, prepares a tentative program of study including course work and thesis/project proposal.

The Supervisory Committee will consist of at least three members of whom two are core faculty, and one or both of the core faculty will be the supervisor/co-supervisor for the student. The Chair of the Committee will be the student's supervisor. Other members of the Committee may include core faculty, non-core faculty who participate in the teaching of graduate courses, and collaborating adjunct professors. Each student, in conjunction with the Supervisory Committee, prepares a tentative program of study including course work and thesis proposal.

2

The thesis, when deemed ready by the Supervisor and Advisory Committee, is examined externally. When the internal and external examiners have reviewed the thesis favourably (i.e. accepted or accepted with minor revisions), the student must present the thesis in a public oral presentation followed by an examination before an Examining Committee normally consisting of the Supervisor and Advisory Committee.

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3

Part-time options are also available (see general regulations for graduate studies, Period of Study, on page 268).

Deleted

4

To ensure an adequate understanding of the core elements of forestry, applicants holding a four-year degree of adequate standing (i.e., B or better) in an allied discipline (e.g., biology, geography, agriculture, environmental

An applicant to the program is expected to have completed an undergraduate degree in Natural Resources Management, related science or an allied discipline. Students lacking the appropriate

studies, resource management, outdoor recreation) may be required to take up to two full-course equivalents at the undergraduate level. This requirement is additional to the graduate courses of the chosen program. Upon admission, the student's supervisor prepares a proposal for fulfilling the allied-discipline requirement, based on the student's undergraduate courses already taken, and submits it to the Forestry Graduate Studies Committee for approval.

background will be required to complete additional courses (e.g. up to 2 FCEs at the undergraduate level) to cover deficiencies as determined by the Supervisory Committee and approved by the Graduate Studies Committee.

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