



LAKEHEAD UNIVERSITY

FACULTY OF SOCIAL SCIENCES AND HUMANITIES
ENGLISH

CHANGE REQUEST REPORT

Change Request Tracking Number: 2016-SOC-6011

Title of Change Request: new service courses

Status of Change Request: In Workflow

Change Request can be split

CHANGE REQUEST CONTENTS

#	Type	Title
1.	New Course	Academic Communications
2.	New Course	English for International Students

CHANGE REQUEST HISTORY

Workflow Stage	Action Type	Action Taken By	Change Made	Action Rationale	Date
Initiator	Approved	Cindy Haggerty	No	Submitted to workflow	12/09/2016, 09:30 AM
Submission Review (Academic & Curriculum Development Coordinator)	Approved	Submission Review	Yes	Approved	12/10/2016, 06:10 PM

SUPPORTING DOCUMENTS

None.

SUPPORTING DOCUMENTS AUDIT TRAIL

None.

CHANGE REQUEST COMMENTS

None.

1.	New Course	Academic Communications
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COURSE DETAILS

NEW COURSE FORM - The following is information that will be displayed in the University Calendar

What is the new Course Code? (provided by Academic & Curriculum Development Coordinator):	English 1012 The code is the 'subject' plus the course number (e.g. "Biology 1110").
Title of New Course:	Academic Communications
Course Description:	This course is intended to help students improve their communication skills: writing, reading, thinking, speaking, and listening, with the intent of bridging the gap between every day communication and academic writing. Students write an expository and a persuasive paper, summarize written texts, apply principles of clear and correct writing to their own compositions, and expand their writing skills so that they can

	write and speak more effectively for a variety of audiences and purposes.
Credit Weight of this Course:	0.5 Example 0.25, 0.5, 1.0, 1.5 etc
Offering (Hours of instruction):	3-0; or 3-0 Example 3-0
List any special notes or restrictions for this course here:	This course counts as an open elective and does not fulfill the Type A or English requirement of any degree program. This course is restricted to students enrolled in the Native Access Program. Will appear in the Calendar. For example: A course fee for field activities may be required.
What is the Grade Scheme?:	
Is this a Special Topics course?:	
Is this course cross listed with another? If so, enter the other course code here:	
Course Classification(s):	<ul style="list-style-type: none"> • Other

The following is information for Committee Review

Faculty or Institution Unit:	<ul style="list-style-type: none"> • Lakehead University
Calendar Start Term. When this change should be displayed in the Calendar:	2017-18
Information for Timetable: When will this be first offered?:	2017 Fall
Calendar End Term. When is the last calendar year this should be displayed?:	No Specified End Date Use No Specified End date unless you are removing it from the calendar.
Academic Level:	Undergraduate
Is this a required course, or an elective?:	Required
What is the pedagogical rationale for this request? Why are you submitting this request?:	This course is intended to bridge the gap between every day communication and academic writing. For example, is this change required for accreditation?

The following is information for Senate Budget Committee Consideration

	NOTE: Complete each section and provide full explanations for both "yes" and "no" answers. This will not be displayed in the calendar but will be used by the Senate Budget Committee when considering approval of this proposal. The content of this
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	considering approval of this proposal. The creator of this proposal may be asked to attend a committee meeting to discuss this proposal. Contact the Chair of the Senate Budget Committee if you wish to discuss any of the questions below.
Will this request impact student enrolment in another program within the same faculty/unit?:	no
Will this request impact student enrolment in another program in a different faculty/unit?:	no
Will additional resources be required (space, staff, equipment, etc)?:	no
How will this impact existing teaching loads within this faculty/unit?:	no impact
What is the impact on the demand for teaching support services (library, computers, staff, etc)? :	no impact
Will this course require outside support? If yes, please outline the amount and timing of the funding:	This course will be part of the Native Access Program and will be funded by them.

2.	New Course	English for International Students
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COURSE DETAILS

NEW COURSE FORM - The following is information that will be displayed in the University Calendar

What is the new Course Code? (provided by Academic & Curriculum Development Coordinator):	English 1013 The code is the 'subject' plus the course number (e.g. "Biology 1110").
Title of New Course:	English for International Students
Course Description:	This course aims to help International students improve their English communication skills: writing, reading, speaking, and listening. Students read a variety of texts, write an expository and a persuasive essay, summarize written texts, and apply principles of clear and correct writing to their own compositions. Students learn research and documentation strategies, with an emphasis on the requirements of academic integrity for both individual and collaborative work. International students are introduced to key concepts in academic research such as peer-review, and to library-based research.

	research.
Credit Weight of this Course:	0.5 Example 0.25, 0.5, 1.0, 1.5 etc
Offering (Hours of instruction):	3-0; or 3-0 Example 3-0
List any special notes or restrictions for this course here:	1) This course is restricted to students for whom English is not a first language 2) Students may not enroll in any other English courses in the same term as this course. 3) This course may be used as an open elective only and cannot be used to fulfill the Type A or English requirements of any Bachelors degree program. 4) Enrolment by permission of the chair of the department of English only Further Notes: This course would not be suitable for anyone who has successfully completed a previous English course at the university level. This would provide an alternative to students who found ENGL1015 (above) too challenging or had failed (these students would take ENGL1015 later to fulfill their degree requirements) Will appear in the Calendar. For example: A course fee for field activities may be required.
What is the Grade Scheme?:	
Is this a Special Topics course?:	
Is this course cross listed with another? If so, enter the other course code here:	
Course Classification(s):	• Other

The following is information for Committee Review

Faculty or Institution Unit:	• Lakehead University
Calendar Start Term. When this change should be displayed in the Calendar:	2017-18
Information for Timetable: When will this be first offered?:	2017 Fall
Calendar End Term. When is the last calendar year this should be displayed?:	No Specified End Date Use No Specified End date unless you are removing it from the calendar.
Academic Level:	Undergraduate
Is this a required course, or an elective?:	Elective
What is the pedagogical rationale for this request?	This course is intended for International students only. Recognizing that English Language Learners may benefit from further language development opportunities after the completion

why are you submitting this request?:	further language development opportunities after the completion of an EAP program or the TOEFL test, this course enables students enrolled at Lakehead to continue to build the English skills needed to succeed in required first year English courses. For example, is this change required for accreditation?
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The following is information for Senate Budget Committee Consideration

	NOTE: Complete each section and provide full explanations for both "yes" and "no" answers. This will not be displayed in the calendar but will be used by the Senate Budget Committee when considering approval of this proposal. The creator of this proposal may be asked to attend a committee meeting to discuss this proposal. Contact the Chair of the Senate Budget Committee if you wish to discuss any of the questions below.
Will this request impact student enrolment in another program within the same faculty/unit?:	no
Will this request impact student enrolment in another program in a different faculty/unit?:	no
Will additional resources be required (space, staff, equipment, etc)?:	no
How will this impact existing teaching loads within this faculty/unit?:	this course will be offered in addition to existing teaching load and will be taught by a qualified available instructor.
What is the impact on the demand for teaching support services (library, computers, staff, etc)? :	general administrative support
Will this course require outside support? If yes, please outline the amount and timing of the funding:	Lakehead International has agreed to fund this course and will be responsible for costs incurred in offering the course. It will not be funded by the Department of English.

