LAKEHEAD UNIVERSITY

FACULTY OF SOCIAL SCIENCES AND HUMANITIES
WOMEN'S STUDIES

CHANGE REQUEST REPORT

Change Request Tracking Number: 2019-SOC-7107
Title of Change Request: New Course-GR-Women's Studies
Status of Change Request: In Workflow

Change Request can't be split

CHANGE REQUEST CONTENTS

#	Type	Title
1.	New Course	Special Topic

CHANGE REQUEST HISTORY

Workflow Stage	Action Type	Action Taken By	Change Made	Action Rationale	Date
Initiator	Approved	Women's Studies Department	No	Submitted to workflow	10/31/2019, 01:54 PM
Submission Review (Academic & Curriculum Development Coordinator)	Relegated	Submission Review	Yes	Change to Women's Studies 3410 has already been made so this course needs to be removed from the request. Also, graduate courses and undergraduate courses cannot be bundled together.	11/01/2019, 08:55 AM
Initiator	Cancelled	Women's Studies Department	No	Need to cancel to remove WOME-3410.	11/01/2019, 12:14 PM
Initiator	Approved	Women's Studies Department	No	Submitted to workflow	11/01/2019, 12:16 PM
Submission Review (Academic & Curriculum Development Coordinator)	Approved	Submission Review	Yes	Okay to move forward in the workflow	11/01/2019, 12:23 PM

SUPPORTING DOCUMENTS

None.

SUPPORTING DOCUMENTS AUDIT TRAIL

None.

CHANGE REQUEST COMMENTS

None.

1.	New Course	Special Topic

Justification

Although we offer a number of graduate reading courses and supports for students via our Specialization we do not have a WS course code to apply to these courses, and are in the position of asking permission from cognate units to use one of their course codes. This new code solves that problem.

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):	Women's Studies 5010 The code is the 'subject' plus the course number (e.g. "Biology 1110").
Title of New Course:	Special Topic
Course Description:	The content of this single term course will vary from year to year. The course contents will be announced by the Women's Studies Department when the course is offered.
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
What is the Grade Scheme?:	
Is this a Special Topics course?:	Yes
Is this course cross listed with another? If so, enter the other course code here:	
Course Classification(s):	

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:	2020-21
Information for Timetable: When will this be first offered?:	2020 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:	Graduate
Is this a required course, or an elective?:	Elective

of an elective?:	
What is the pedagogical rationale for this request? Why are you submitting this request?:	Although we offer a number of graduate reading courses and supports for students via our Specialization we do not have a WS course code to apply to these courses, and are in the position of asking permission from cognate units to use one of their course codes. This new code solves that problem. For example, is this change required for accreditation?
Learning Outcomes:	Please see supporting document for learning outcomes.

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?:	None
What is the impact on the demand for teaching support services (library, computers, staff, etc)? :	None
Will this course require outside support? If yes, please outline the amount and timing of the funding:	No