



**LAKEHEAD UNIVERSITY**  
**FACULTY OF SOCIAL SCIENCES AND HUMANITIES**  
**ENGLISH**  
**CHANGE REQUEST REPORT**

**Change Request Tracking Number:** 2022-SOC-7995

**Title of Change Request:** Programs-Major Modifications-UG-English-Writing programs

**Status of Change Request:** In Workflow

**Change Request can be split**

**CHANGE REQUEST CONTENTS**

#	Type	Title
1.	New Version of a Degree	Certificate in Writing
2.	New Version of a Degree	Minor in Writing
3.	New Version of a Degree	Specialization in Writing

**CHANGE REQUEST HISTORY**

Workflow Stage	Action Type	Action Taken By	Change Made	Action Rationale	Date
Initiator	Approved	Doug Ivison	Yes	Submitted to workflow	06/27/2022, 05:34 PM
Submission Review (Deputy Provost)	Relegated	Deputy Provost	No	Relegated back at the request of initiator	06/29/2022, 08:47 AM
Initiator	Approved	Doug Ivison	Yes	Replaced attached brief with corrected version.	06/29/2022, 11:11 AM
Submission Review (Deputy Provost)	Approved	Deputy Provost	No	In correct workflow.	10/04/2022, 12:51 PM
Advisory Panel Review	Approved	Administrative Assistant to Provost & VP (Academic)	No	The Advisory Review Panel met on October 12, 2022 and has no suggestions or recommendations for this request.	10/12/2022, 04:04 PM

**SUPPORTING DOCUMENTS**

File Name	Uploaded By	Upload Date	Size
english brief writing program changes june 2022 revised.docx	Doug Ivison	06/29/2022, 11:05 AM	19.5 KB

**SUPPORTING DOCUMENTS AUDIT TRAIL**

File Name	User	Date	Action
english brief writing program changes june 2022 revised.docx	Doug Ivison	06/29/2022, 11:05 AM	Uploaded
english brief writing program changes june 2022.docx	Doug Ivison	06/27/2022, 04:37 PM	Uploaded
english brief writing program changes june 2022.docx	Doug Ivison	06/29/2022, 11:05 AM	Deleted

**CHANGE REQUEST COMMENTS**

None.

<b>1.</b>	<b>New Version of a Degree</b>	<b>Certificate in Writing</b>
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**Justification**

Program changes result from course changes, which reflect the addition of a new tenure-track hire in writing and which respond to increased student demand for more writing course options.

**DEGREE DETAILS****MAJOR MODIFICATION TO A PROGRAM FORM.**

NOTE TO USER about Quality Assurance requirements:

Visit this link to learn about the proposal requirements and the process for review and approval for Major Modifications to Programs.

Select the type of major modification you are making:

• Other

**The following is information that is displayed in the University Calendar****Title of Program:** Certificate in Writing**Program Requirements:**

This certificate is not open to students currently enrolled in any degree or diploma program from Lakehead University.

An overall average of at least 60% is required in 3 FCEs in English:

a) ~~One FCE in English at the first-year level, including at least one of English 1015 and English 1016~~b) English 2817 and English 28180.5 FCE selected from: English 1014, 1015, and 1016

b) One FCE selected from: English 2012, 2013, 2014, and 2817

c) One FCE selected from: English 3011, 3012, 3013, 3017, 3031, 3035, 3036, and 3011and 4115

d) 0.5 FCE selected from: 1014, 1015, 1016, 2012, 2013, 2014, 2817, 3011, 3012, 3013, 3017, 3031, and 4115

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**The following is information for Committee Review**


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<b>Program Code:</b>	CERT.WRIT
<b>Calendar Start Term. When this change should be displayed in the Calendar:</b>	20172023-1824
<b>Calendar End Term. When is the last calendar year this should be displayed?:</b>	2021-22No Specified End Date
<b>Faculty or Institution Unit:</b>	<ul style="list-style-type: none"> <li>• Lakehead University</li> <li>• Faculty of Social Sciences and Humanities</li> </ul>
<b>Academic Level:</b>	Undergraduate
<b>Total number of credits for the degree:</b>	3.00
<b>Transcript Title of Program:</b>	<del>The certificate in writing develops students' ability to write well (grammatically correct, clear, effective prose) and to communicate ideas effectively and coherently, in both the essay and a variety of other forms. This certificate is not open to students currently enrolled in any degree or diploma program from Lakehead University.</del> Certificate in Writing
<b>Degree Type:</b>	
<b>This major modification may require a proposal brief. See link above for more information. If applicable, indicate if your proposal brief is attached:</b>	<ul style="list-style-type: none"> <li>• <del>In Progress (Note: do not submit without attachment)</del></li> <li>• Yes</li> </ul>
<b>Pedagogical rationale for this proposal. Why are you submitting this request?:</b>	<del>This certificate consists of 3FCE in the writing courses that cover a variety of modes and genres of writing, progressing from first to third year</del> The changes to our writing courses and programs will provide students with more options, including more options in creative writing courses. It reflects the addition of a recent hire who primarily teaches writing courses and responds to student demand.
<b>Associated Changes – List all other requests that are associate with this change (enter request number or title):</b>	2022-SOC-7996, 7997, 7998

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**The following is information for Senate Budget Committee Consideration**


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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 program impact student enrolment in another program within the same faculty/unit?: no

Will this program 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.)?: ~~general administrative support~~ none

Will this require outside support? If yes, please outline the amount and timing of the funding: no

2.	New Version of a Degree	Minor in Writing
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**Justification**

Program changes result from course changes, which reflect the addition of a new tenure-track hire in writing and which respond to increased student demand for more writing course options.

**DEGREE DETAILS****MAJOR MODIFICATION TO A PROGRAM FORM.**

NOTE TO USER about Quality Assurance requirements:

Visit [this link](#) to learn about the proposal requirements and the process for review and approval for Major Modifications to Programs.

Select the type of major modification you are making:

- Minor

The following is information that is displayed in the University Calendar

Title of Program: Minor in Writing

**Program Requirements:**

An overall average of at least 60% is required in 3 FCEs in English:

a) ~~One FCE in English at the first-year level, including at least one of English 1015 and English 1016 (English 1238 and 1807 do not count for purposes of fulfilling this requirement).~~

~~b) English 2817 and English 2818.~~

0.5 FCE selected from: English 1014, 1015, and 1016

b) One FCE selected from: English 2012, 2013, 2014, and 2817

c) One FCE selected from: English 3011, 3012, 3013, 3017, English 3031, English 3035, English 3036, and English 3011and 4115

d) 0.5 FCE selected from: 1014, 1015, 1016, 2012, 2013, 2014, 2817, 3011, 3012, 3013, 3017, 3031, and 4115

*Note: Courses may not be double-counted towards both English and Writing minors. English Majors may not receive the Minor in Writing.*

**The following is information for Committee Review**

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**Program Code:** MINOR.WRIT

**Calendar Start Term. When this change should be displayed in the Calendar:** ~~2017~~2023-1824

**Calendar End Term. When is the last calendar year this should be displayed?:** No Specified End Date

**Faculty or Institution Unit:**

- Lakehead University
- Faculty of Social Sciences and Humanities

**Academic Level:** Undergraduate

**Total number of credits for the degree:** 3.00

**Transcript Title of Program:** Minor in Writing

**Degree Type:**

**This major modification may require a proposal brief. See link above for more information. If applicable, indicate if your proposal brief is attached:**

- Yes

**Pedagogical rationale for this proposal. Why are you submitting this request?:** ~~To include ENGL 3011 in the program requirements~~The changes to our writing courses and programs will provide students with more options, including more options in creative writing courses. It reflects the addition of a recent hire who primarily teaches writing courses and responds to student demand.

**Associated Changes – List all other requests that are associate with this change (enter request number or title):** 2022-SOC-7996, 7997, 7998

**The following is information for Senate Budget Committee Consideration**

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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 program impact student enrolment in another program within the same faculty/unit?: No.

Will this program 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 impactnone

Will this require outside support? If yes, please outline the amount and timing of the funding: No.

### 3. New Version of a Degree

### Specialization in Writing

#### Justification

Program changes result from course changes, which reflect the addition of a new tenure-track hire in writing and which respond to increased student demand for more writing course options.

#### DEGREE DETAILS

#### MAJOR MODIFICATION TO A PROGRAM FORM.

NOTE TO USER about Quality Assurance requirements:

Visit this link to learn about the proposal requirements and the process for review and approval for Major Modifications to Programs.

Select the type of major modification you are making: • Specialization

The following is information that is displayed in the University Calendar

Title of Program: Specialization in Writing

**Program Requirements:**

In order to receive a Specialization in Writing, English Majors must successfully complete:

(a) ~~0.5 FCE selected from: English 1014, 1015 or English, and 1016~~

(b) One FCE selected from: English ~~2817 and English 2818~~2012, 2013, 2014, and 2817

(c) One ~~and one-half FCEs chosen~~ FCE selected from: English 3011, 3012, 3013, 3017, 3031, ~~3035, 3036, and 3011~~and 4115

(d) 0.5 FCE chosen from: 2012, 2013, 2014, 2817, 3011, 3012, 3013, 3017, 3031, and 4115

Courses counted towards the Specialization can also be counted towards English program requirements.

The Specialization in Writing is available only to English majors.

**The following is information for Committee Review**

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**Program Code:** SPEC.WRIT

**Calendar Start Term. When this change should be displayed in the Calendar:** ~~2017~~2023-1824

**Calendar End Term. When is the last calendar year this should be displayed?:** No Specified End Date

**Faculty or Institution Unit:**

- Lakehead University
- Faculty of Social Sciences and Humanities

**Academic Level:** Undergraduate

**Total number of credits for the degree:** 3.00

**Transcript Title of Program:** Specialization in Writing

**Degree Type:**

**This major modification may require a proposal brief. See link above for more information. If applicable, indicate if your proposal brief is attached:**

- Yes

**Pedagogical rationale for this proposal. Why are you submitting this request?:** ~~To include new special topics course ENGL 3011 in course requirements.~~The changes to our writing courses and programs will provide students with more options, including more options in creative writing courses. It reflects the addition of a recent hire who primarily teaches writing courses and responds to student demand.

**Associated Changes – List** 2022–S0C–7996, 7997, 7998  
**all other requests that**  
**are associate with this**  
**change (enter request**  
**number or title):**

**The following is information for Senate Budget Committee Consideration**

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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 program impact** No.  
**student enrolment in**  
**another program within the**  
**same faculty/unit?:**

**Will this program impact** No.  
**student enrolment in**  
**another program in a**  
**different faculty/unit?:**

**Will additional resources** No.  
**be required (space, staff,**  
**equipment, etc.)?:**

**How will this impact** No impact.  
**existing teaching loads**  
**within this faculty/unit?:**

**What is the impact on the** None.  
**demand for teaching**  
**support services (library,**  
**computers, staff, etc.)?:**

**Will this require outside** No.  
**support? If yes, please**  
**outline the amount and**  
**timing of the funding:**