

Preamble

This report template is designed for use by the members of the Graduate Studies Committee (GSC) at Ontario Tech University to facilitate focused and strategic discussions in the Graduate Studies Committee meetings. Reports will support understanding of developments and discussions across Faculties and Departments. The purpose of this template is to:

- Showcase achievements and innovative initiatives.
- Share collaborative efforts within and outside the university.
- Outline strategic goals and plans for graduate studies.

The template guides the presentation of information in a structured and concise manner, enabling productive dialogue and strategic planning.

Graduate Studies Committee Report Template

Faculty / Unit / Society Represented: FSSH

Submitted By: Leigh Harkins, Forensic Psychology GPD

Section 1: Departmental Highlights and Achievements

Major Achievements:

- Self study reports are being prepared by Criminology and Forensic Psychology

Section 2: Collaborative Efforts and Interdisciplinary Activities

Internal Collaborations:

- Next year we would like to aim for better coordination of orientation/ training efforts both to avoid repetition, and for scheduling. There seem to be orientations scheduled by SGPS, TLC, and faculties, without communication between the groups. This resulted in us scheduling our FSSH Orientation at the same time as other orientations as we were not notified about when these were being held.
- We'd like to request more communication in advance about changes to SGPS procedures. We received very little information about the change to Docusign and the resulting change in the process of preparing and completing all of the necessary forms we need to submit. This resulted in numerous issues in our faculty over the summer. It would be helpful to be provided with a document that outlines the details faculty members need to include in our email to the GPA in order to have the forms initiated, so that this we can be shared with our supervisors. The document we were sent about this change recently essentially just told us we need to have the GPA initiate the forms but not the information we need to provide. We can track down the original forms ourselves, but this wouldn't seem to improve efficiency if we have to find the forms, provide the necessary information to the GPA in an email, who will then input that information into the initiated Docusign form. This introduces the possibility of much more error, and in FSSH at least, seems to have resulted in substantially increased workload as it has required more emails back and forth requesting or clarifying necessary information and then fixing any errors, than if we could just complete the forms ourselves, once, and submit them.

Section 3: Strategic Development and Future Plans

Upcoming Projects/Initiatives:

- Criminology will be reviewing their GDip Police Leadership program, with respect to enrollment

Section 4: Additional Information

Graduate courses or events requiring support or amplification:

- We'd like to discuss the possibility of support from SGPS to ensure confirmation of acceptance/ intention to attend the program close to the start of semester, especially in cases where students have deferred from the previous year. The MSPI program had several students (one returning and 2 new students) who did not inform anyone in the program that they would not be starting the program in the Fall. This resulted in delays to allocation of TAs as the program was waiting for contracts to be accepted and returned from students who ended up not attending.