

Graduate Program Directors and Administrative Assistants,

Our staff in the Faculty of Graduate Studies have been working over the Spring term to update/improve the content of our FGS website. We have also been seeking input from current graduate students regarding our Current Students section of the website re: how it can be improved. We also plan to work with some incoming Fall 10 students once they are here in September to get feedback on our Prospective Student section.

As you know our website is an audience based website and our goal has been to provide information on our website that would allow a user to go to only one main section of the website to access all needed information. Prospective students should be able to find all information they need on that section of the website while Current students should only need to go to the Current Students section of the website to find all of the information they require. Our work on the Current Students and Prospective Students sections will continue in August and many of the desired changes/improvements should be ready by early September.

The section of our website that you should be able to go to and find all of the information you require to complete your work as a Graduate Program Director and graduate program Administrative Assistant is the Faculty and Staff section. This section of the website is presented in three main sections: Recruitment and Admissions Resources, Graduate Studies Governance, and Graduate Program Administration Resources. Prior to this Spring we had populated the first two sections and had provided only minimal information within the Graduate Program Administration Resources. Over the Spring we have added considerable content to the Graduate Program Administration Resources section. We are hopeful that we have included most of the information you will require.

Would you please at your convenience have a look at the Faculty and Staff section of the FGS website and particularly the sub-section called Graduate Program Administration and let us know what you think. If you do not find information there that you need please send me an email request re: what you need and we can then work to provide any missing information.

It is our desire to password protect the entire Faculty and Staff section of the FGS website and for users to input their Brock portal email and password to access this section. We have been working with University Communications to arrange this but have to date not yet been successful in working through the problems to make this possible. If we are successful we will notify you of this change/addition.

The direct link to the Faculty and Staff section of the FGS website is:

<http://www.brocku.ca/graduate-studies/faculty-login>

Best regards,  
Gail