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| Meeting: | Postgraduate Committee |
| Date: | 1st December 2020 |
| Time: | 13:30pm |
| Location: | MS Teams |
| Author: | Josh Melling |

**559 Election of the Chair**

Committee should elect a chair and deputy chair from the members elected from assembly. The chair will also be invited to sit on the student officer committee, a duty which can be shared for this academic year.

If contested an MS form will be created for voting in the meeting.

**560 Statements from the Chair [s]**

Opening statement(s) from the Chair of Committee.

**561 Minutes & Actions of the Last Meeting [s]**

Committee to debate the accuracy of the minutes from the previous meeting. Please refer to [these minutes from the 3rd of March 2020 meeting](https://www.uea.su/pageassets/postgraduate/pgvoice/pgresources/PGC-Minutes-03.03.2020.pdf).

**562 Update from Assembly [s]**

There has been no assembly since the last meeting.

**563 Allocation of the 2020/21 Budget**

Committee to decide how they want to split the budget for the year. This can be reviewed and re-allocated at any stage. Please refer to your notes from training or the committee handbook for historical information.

**564 PGR Space on Campus: HUM**

Item brought by Moe to discuss issues regarding PGR study space in the HUM building.

**565 Any other Business**

A chance for anything not raised in the main agenda to be discussed.

**566 Time Date and Place of the Next Meeting**

To be decided in this meeting, before the end of this semester.