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| Meeting: | Postgraduate Committee |
| Date: | 1st December 2020 |
| Author: | Josh Melling |
| Purpose: | Record of Decision Making |
| Attendees: | Ayane Hida (Postgraduate Education Officer), Hamish Williams (Campaigns and Democracy Officer), Em Anderson (Welfare, Community, and Diversity Officer), Sophie Atherton, Ramsha Ashraf, Moe Suzuki |

**postgraduate(su)**

**Minutes of the Postgraduate Committee 1st December 2020**

**Committee Members Present:**

Chair: Sophie Atherton

Apologies: Lizzie Payne (Activities and Opportunities Officer)

In Attendance: Josh Melling (Student Voice Coordinator)

**529 Election of the Chair**

S Atherton put themselves forward as Chair, no objections, therefore elected.

R Ashraf put themselves forward as Deputy Chair, no objections, therefore elected.

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

Chair welcomed committee and looked forward to the year ahead.

Action for AH: AT campaign update on the next meeting

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

Accepted

**562 Update from Assembly [s]**

Action for JM: Plan for 20/21 assembly meetings to be sent to committee

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

Action for all PGC: action to think about virtual events – to go to opportunities

M Suzuki – financial hardship, could we set money aside for this?

E Anderson equipment for studying at home, specific resources they need etc...

Chair led discussion about re-naming the conference/research fund

Postgrad(su) COVID Relief Fund?

Action for EA: investigate what is on offer through hardship, look at where the gaps are, and the ease at getting funding

A Hida noted international students paying £150 to get a certificate for a covid test

H Williams noted SOC are trying to focus their funding opportunities on welfare

Chair noted the rough sum of £8000 for the year, and the confirmed split below can be revisited ant any point.

* Research/Conference/Covid grant - £4500
* Social and welfare grant - £3000
* Campaigns - £500

Action JM: add budget as standing agenda item

**564 PGR Space on Campus: HUM**

M Suzuki outlines the issue, 1 weeks' notice to pack up and move to new space as they wanted to use the office for f2f teaching space... but isn’t converted or being used. S Barrow confirmed they could’ve handled this better. Can’t confirm if the room will be given bac to students.

A Hida noted updating the code of practice in SEC to ensure future issues like this don’t happen. Taking this to DC exec. School office tried hard to mitigate the impact, but the executive levels decision making doesn’t take the impact into account.

Action ASSIGN: committee to write a statement of support (only if needed)

**565 Any other Business**

A Hida noted many students are not happy with quality of learning and teaching, examples from LAW, MBA, ENV so far. If someone is struggling and has a complaint signpost to Ayane.

M Suzuki noted a *controversial speaker* has been invited to UEA again but virtually, PPL trying to push it through by sending targeted agendas excluding speaker information.

E Anderson noted LGBT+ officers on SOC and are passionate about looking into this, policy about not allowing certain speakers on campus to be created after working with UEA on the issue.

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

Confirmed for 12th January 2021 at 14:30 via MS Teams.