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| Meeting: | Postgraduate Committee  |
| Date: | 12th January 2021 |
| 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, Moe Suzuki, Bradley Foster, Alex Lambert |
| Apologies: | Ramsha Ashraf |

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

Chair welcomed committee and wished everyone a happy new year, nice to see new faces.

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

Approved.

**569**  **Update from Assembly [s]**

No update from assembly.

**570**  **Budget 20/21 [s]**

A Hida noted committee have limited funds, and that UEA can cover some of the requests from students via various sources.

Postgraduate Committee Fund – approved as the name for the fund.

A Hida noted these decisions can be altered at any point in the year.

E Anderson noted there was not a lot of information regarding the hardship fund, nor much available in general from UEA wide pg funding but will update committee when there’s more available.

£200 soft cap, approved.

3 funding periods approved.

Application form and website wording approved with minor amendments.

ACTION: create promotional material and send content to PG school newsletters and PGR service for circulation.

**571**  **Update on SU Support for PhD Associate Tutors**

A Hida noted the PGR service has made extensions to periods of study more accessible and noted PhD candidates can apply for concessions at any stage.

M Suzuki noted it is not clear when the deadline for extensions is, if they experience issues in their 2nd year, but as for an extension in their 3rd due to this will it apply? Further noted in practice it doesn’t seem like they’re willing to give out extensions.

A Hida will ask to clarify on the FAQs.

Committee was provided information on discussions with the academic director for the doctoral college relating to ATs and developing teaching skills.

ACTION: Item for next agenda on the HUM AT working group.

**572** **External Speakers**

E Anderson explained the issue. Controversial speaker been invited again to the PPL school.

M Suzuki noted in response to the OBE a group of researchers wrote an open letter. Further noted they’re happy to help if it comes to organising an event.

B Foster questioned who organises outside speakers and what relation this issue has to the su.

Em and Chair explained historical context and supporting students in this matter.

ACTION: Circulate content from previous committee letters to PPL head of school.

Committee noted they could send another to the new head of school.

**573**  **Postgraduate Mental Health**

M Suzuki wants to know what is being offered during new restrictions.

A Hida provided a brief explanation.

Chair noted committee could reinstate care packages.

B Foster noted the more scheduled or impromptu forums available the better and the more info we have about what students want from us the better.

ACTION: create a survey and circulate to committee for comment and amendment.

Committee noted the importance on informal space but queried how to do this in the current climate.

**574** **Postgraduate Democracy**

B Foster questioned whether committee needs any more people for quoracy?

A Hida noted representationally committee is missing one voice.

E Anderson noted it could be worthwhile thinking about how we can engage people for next year. Further noted how can we engage more different students i.e., PGCE.

Committee voted to not hold any more by-elections for the remaining vacant place on the body.

**572**  **Any other Business**

Any event ideas to pass on to the opportunities team.

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

February 2nd 2pm, MS Teams.