

## Postgraduate Executive Committee

**Meeting One:** 25 November 2025  
**Location:** 3A, Students' Union

**Attendees:** Becky Spooner, Cass Swan, Miles Rothoerl, Ella Beavington, Sreya Chattopadhyay, Marc Massiah-Quilin, and Sean Strong

**Apologies:** Nodie Caple-Faye, Peace Akinlaja, and Vignesh Senthil Kumar Sugee

### Minutes

Matters Arising:

- **Parking Issues:** Not enough spaces at Heath leading to financial barriers due to parking elsewhere. In Cathays, there have been catering vans using the Music School's disabled parking which means those staff and students that require that access.
- **Limited Communication:** There has been very little communication about mergers and the processes that will be used after these activities among the relevant students. This leaves them in the dark and unsure how to proceed on issues that might cross over that transitional period. I.e., forms, documentation, and accessing services such as physical space. This is across all colleges.
- **Access Issues:** There have been cases of PG students unable to access their school's physical space due to 'Access Overload.' This has led several students to be unable to access important locations, such as research labs. SPARK building was brought up within the discussion.
- **PGR Office Space:** There is some concern over PGR office space and how to best use it so that positive research culture and community can be built within the school (SOCSI).
- **Visibility of Wellbeing Services on Intranet:** It has been perceived that Student Intranet is too clunky to provide proper viability for University Wellbeing Services. Furthermore, sometimes the pages can be down various other links and pages, and it can be confusing and easily accessible.
- **Induction Information:** Various pieces of information are provided to students during inductions; however, this is a transitional moment and therefore some students struggle to retain essential information at that point. Therefore, members proposed that information is re-provided to students in an accessible location and timely manner further down the year – 're-induction.'
- **Local and Centralised Support:** More school level resources and support mechanisms within the and not at a centralised university-wide level. This will allow students to engage more with specialised support.



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## VP Postgrad Update:

- **PGR Study Space:** I've met with library staff to discuss ASSL arrangements and things are progressing nicely.
- **Postgraduate Wellbeing:** There has been a stall to progress on PGR wellbeing strategies due to the newly released Professional Staff Re-Structure. However, more short-term initiatives are being discussed to provide better visibility to postgrads.
- **Postgraduate Involvement in Sport and Societies:** A fully drafted proposal has been completed for 'Postgraduate Summer Sports League' and will be sent to University Sport in the next few weeks after final edits. I will also be having a meeting with the Activities and AU team in the New Year to discuss how to increase postgraduate involvement in both sports and societies.
- **Postgraduate Community:** Met with EARTH PGRs to discuss issues and concerns. This was a positive experience and I'm working with colleagues to 'action' several points raised in this meeting. I'm looking to establish similar meetings with all schools across all three colleges (without staff) to facilitate clearer lines of dialogue directly with me to then raise at the appropriate levels.

## Looking Ahead:

- Action: Members to give some thought about what social activities they would like to develop throughout the months of February, March, and April.
- Action: New members to think about their two priorities for 25/26 and what professional development they would like to enhance whilst on the exec committee.
- Action: Members will host the next postgrad event to practice transferable skills of event hosting and communication. (Winter Xmas Crafts – 9.12.25)
- Action: VP Postgrad to think about ways to include part-time and distance learners within SU activities and offerings.

**Next Meeting:** 9 December (Xmas Winter Crafts) – Details to follow in email.



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