

STUDENT – STAFF CONSULTATIVE COMMITTEE - POSTGRADUATE

1. **Remit.** The University mandate that Student-Staff Committees meet to provide student feedback to the School [see remit](#). The Committee is to consider feedback from postgraduate students from all postgraduate programmes. Issues raised at these committee meetings will be reported to the School Research Management Group.

2. **Membership.** The Teaching Administrator will invite the following:

Director of Teaching (Chair)	Director of PG Studies	Head of School
Masters Course Director (PGT)	Student reps for PGR and PGT	School President

3. **Schedule.** Once a semester after the UG SSCC. The dates should go in the School diary. The chair is to send a calling note and agenda to the committee prior to the meetings.

4. **Minutes.** The minutes will be taken by the Teaching Administrator.

Author:	Executive Administrator (DCM)	Approval Committee:	
Consultees:			
Location/s (Med Handbook):	School Organisation > Management of School > School Committees and Student-Staff consultative committee		
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Version Control Record (*expand table as required*)

Date	Revision Description	Major Changes
29/06/2017	Published version	
28/09/18	Updated membership list	