## Postgraduate Research Staff Student Liaison Committee Meeting Minutes

**Date & Time:** 19th November 2014 09:00 McCrea211

### Attendees:
- Juan Pablo Rud – PGT Committee member and Incoming Postgraduate Director (Chair)
- Dan Anderberg – Outgoing Postgraduate Director
- Ahu Gemici
- Theodoros Alysandratos - PHD student representative
- Andreina Naddeo - PHD student representative
- Marie Webb-Postgraduate Administrator
- Selena Ou-Faculty administrator (minutes taker)

### Agenda Item 1: Apologies

None

### Agenda Item 2: Previous minutes

Approved

### Agenda Item 3: Students Feedback and discussion

Points raised by student representatives (numbered):

1. Would like the possibility of having the job market candidate’s webpage available on the Economics Departmental website.

   **Response:**
   The webpage is in progress and JR will liaise with the departmental administrators for its completion as soon as possible.

2. Would like the possibility of having more theory seminars this year.

   **Response:**
   JR explained that the previous theory seminar programme was discontinued due to insufficient external participants. JR will convey the requests to the external seminar organisers to review the situation going forwards.

3. Requested clarification about conference, research and training budgets available for students.

   **Response:**
   The budget is made annually and the detailed information is in the student handbook which is available at the beginning of the year. The budget should be used as much as possible. JR will send an email to inform students of this again. Students who wish to attend any conferences or training courses and have been accepted need to submit the estimated costs to JR via emails. JR will then communicate with the relevant PGR students for decisions on the funding. JR will also send emails to students to offer them to become members of RES who can cover some expenses for attending such meetings.
4. Reported that some students have difficulties in finding compatible software for their work and requested a copy of a publishable Visual Fortran.

Response:
JR will ask relevant academic staff to find out what programmes they found to be the best and ask Julia Charlton for her advice as well. DA suggested that we research department usage and see if it is possible to obtain a copy which is publishable.

5. Students would like to have a coffee machine in the McCrea building.

Response:
JR will check and proceed if it is possible.

6. Teaching Assistants would like to know if it is compulsory for them to provide contact hours to students and they feel it would be helpful if there is flexibility in the number of hours and the timing they are required to teach. TA preparation hours also need to be reviewed.

Response:
JR expressed that flexibility should apply to both management and TAs. However because he is not responsible for the TA contract, he will make enquiries on behalf of the students to Professor Francesco Feri on this matter.

7. Professor Francesco Feri had suggested seminar prep should take 2 hours, whereas it takes 3 hours.

Response:
JP suggested students talk to Professor Francesco Feri about this to ensure he knows how many hours are being actually completed by the TAs.

Agenda Item 4

Any Other Business

None

The meeting was closed by the chair.