

Exec Training

The Five Areas of the SU

Support	Advice & Support, NeverOK, Peer Support, Equality & Diversity
Voice	Campaigns, elections, Academic Reps, PG/international representation, insight & data, Top Ten, NUS
Groups	Sports, Societies, P&A, Media, D&S, Volunteering
Experiences	Plug & Tub, FW, Summer Ball and other events (annual & weekly), trips
Development	Student trainers, job opportunities, SU leaders, skills sessions

The SU Education Team sits in Voice, working on academic and postgraduate representation

What is an 'Executive' Committee?

- In the context of Academic, 'executive committee' refers to the group which is responsible for representing the SU's Academic Reps.
- The Academic Exec ensures that students' diversity and support-related concerns are being addressed by the Students' Union and the University.

executive committee

noun [C] • MANAGEMENT, MEETINGS

UK  US 

a group of important managers who run a company or organization:

- *The company, France's second largest industrial group, is currently being run by two executive committees.*

QA48

<https://www.bath.ac.uk/publications/qa48-student-engagement-with-quality-assurance-and-enhancement/>

- This Quality Assurance Code of Practice statement sets out the partnership between the Students' Union (SU) and the University, for student engagement with QA.
- This details how Academic Representation works as well as how Executive Committees should function.

Based on QA48 (point 4.10) these are the functions of Execs...

A space to discuss and debate issues that fall under academic or related matters

Formulation and delivery of campaigns

Executive
Committee

Aims to create proactive solutions to ongoing issues

Gives you the opportunity to update members on activities

Implement policy proposals and strategy regarding academia at Bath

Discussion & Debate

Prompting collaborative conversations that are underlined with respect for one and other, as well as an understanding that we all have different opinions.

Healthy Debates

- Focusing on the issue, problem, or behaviour, not the person.
- Empathy and seeking to understand the other point of view.
- Encouraging and supporting everyone to speak up.
- Clarifying by seeking more information and clearing up points of confusion.
- Reconciling opposing points of view, linking similar ideas, and looking for common ground.

Dysfunctional Arguments

- Not listening before jumping in and cutting others off.
- “Yeah, but” responses that don’t probe to understand where the other person is coming from or hear their views.
- Using absolutes like “always,” “never,” “everyone,” etc., with few shades of grey.
- Refusing to move from a preset position.
- Obstinate, contrariness, and constantly playing the devil’s advocate.

Solution Focused Approach

A practical process to co-create solutions that help identify and mobilise the skills and resources needed to achieve observable changes.

Moderator/Chair

Exec Chair

Closer

SU Officer

Timekeeper

Student Voice Staff

Participants

Faculty Reps

Car Park

Education Manager

- Ensuring agenda items are efficiently covered
- Makes sure everyone stays on track
- Open the meeting and remind everyone about the topic of discussion and key objectives
- Encourage quiet participants to join the discussions

Moderator/Chair

Exec Chair

Closer

SU Officer

Timekeeper

Student Voice Staff

Participants

Faculty Reps

Car Park

Education Manager

- Responsible for assigning duties and timelines at the end of every meeting
- Summarises everything that was discussed and ensures everyone understands what commitments they have made, as well as any relevant deadlines

Moderator/Chair

Exec Chair

Closer

SU Officer

Timekeeper

Student Voice Staff

Participants

Faculty Reps

Car Park

Education Manager

- Ensure meetings run on schedule
- May advise Moderator/Chair on timing issues
- Reminds participants when the clock is running down
- Making sure the agenda is covered in the correct order

Moderator/Chair

Exec Chair

Closer

SU Officer

Timekeeper

Student Voice Staff

Participants

Faculty Reps

Car Park

Education Manager

- Well prepared and ready to contribute
- Has read the agenda and gathered any relevant feedback prior to the meeting
- Prepared for open and healthy debate when conflicting opinions arise

Moderator/Chair

Exec Chair

Closer

SU Officer

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Student Voice Staff

Participants

Faculty Reps

Car Park

Education Manager

- Write down interesting notions that have come up but are not part of the agenda
- This will be for discussion in a follow up meeting
- They have the final say on what topics make the cut for the meetings

Campaigns

Lobbying the University to create change on a specific topic, gathering student input on a particular topic or raising awareness of support and structures already available

Top Ten 2023/24

<https://www.thesubath.com/campaigns/topten/>

- The Top Ten is a list of ten priority issues which the Students' Union will be working with the University on over the year.
- This doesn't mean that the SU does not work on other issues which arise throughout the year
 - It gives the SU a clearly defined set of priorities and goals at the beginning of the year to be working towards
- By understanding the Top Ten, you have leverage in meetings and campaigns for change

Changing Policy

Looking at pragmatic and systemic change with the potential for more lasting effect for students and the university community

Key Policy Documents

- [Disabled Students Policy](#)
- [Teaching Capture Policy](#)
- [QA16 Assessment, Marking and Feedback](#)
- [QA48 Student Engagement with Quality Assurance and Enhancement](#)

Stances (or Standpoints)

A standpoint is a position that The SU adopts on a particular issue, topic, or aspect of University life. These are the steps on how to submit one...

- Download and complete the proposal form.
- Email the completed form to ideastoaction@bath.ac.uk.
- Be prepared to talk to your proposal with the Summit Committee
- Work with Summit members, and SU Officers to implement the new SU Standpoint.

Campus Life			
Standpoint	Proposer	Summit Approval	Date of expiry/review
Students should have access to an affordable, accessible, safe and reliable transport service.	SU President 2021-22	November 2021	None.
The University should provide a range of clean, accessible, safe and fit-for-use sports facilities.	Sport Officer 2021-22	November 2021	None.
The University's provision of food and drink facilities should include healthy options and a range of options for students with dietary requirements. This also includes adequate provision of water fountains and microwaves.	Education Officer 2021-22	November 2021	None.
Students engaged in 'work' at the University shall be paid at or above the UK living wage for hours worked. Where gifts or tickets are offered in lieu of pay, these must be of equal or greater monetary value at initial sale than the equivalent wage.	Media Exec member 2021-22	March 2022	None.
The University should better support students on unpaid placements and encourage providers to financially compensate students fairly for their work.	Undergraduate Student 2021-22	March 2022	None.
Sustainability			
Standpoint	Proposer	Summit Approval	Date of expiry/review
The University should reduce and remove single-use plastic on campus and look for alternatives wherever possible whilst ensuring access needs of students are met.	Activities Officer 2021-22	November 2021	None.
The University should use a sustainable search engine as its default browser.	Activities Officer 2021-22	November 2021	None.
The University should give regular updates as to their progress regarding the agreed Climate Action Framework principles.	Activities Officer 2021-22	March 2022	None.
All University research and teaching laboratories must be LEAF accredited to at least "Bronze" level.	Sports Exec member 2021-22	May 2022	None.

What is Summit?



Execs members are elected to lead one of the SU's central sub-groups.

2x Activities Exec members
2x Sports Exec members
2x Academic Exec members
2x Diversity & Support Exec members
2x Doctoral Exec members
2x PGT Exec members
2x International Exec members
2x Media Exec members

Who are the change makers?

- University Senior Management
- Academics
- Local organisations and businesses
- University Services e.g., Library
- University Committees
- SU Officers

Updates

Keeping everyone up to date and progress in your area or potential roadblocks you are facing that you may need advice and guidance on.

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Name a big issue you would like to tackle.

① Start presenting to display the poll results on this slide.

The Problem Tree

Think of the issue as a tree, with the key problem being the trunk. From there, look at the cause of the issue (the roots) as well as the consequences of it (branches). By expanding on this, you can figure out where you might want to stand.

Consequences

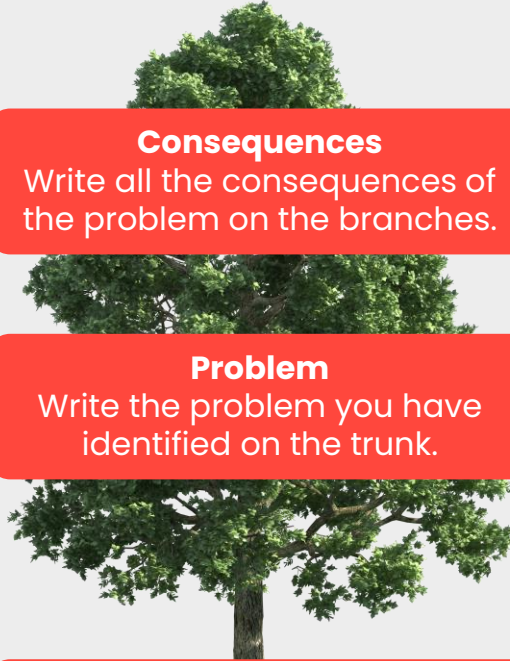
Write all the consequences of the problem on the branches.

Problem

Write the problem you have identified on the trunk.

Cause

Write all the causes of the problem on the roots.



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**Name something you
would like to achieve by
the end of the year.**

① Start presenting to display the poll results on this slide.

Actionable Objectives

- Once you have an overarching aim, you need to think of some objectives
- These are smaller, specific goals that will help you achieve your overarching aim
- You need a maximum of three objectives
- This can be personal to you or shared for support

THANK YOU!