

# Faculty Rep 101

How to be the coolest and most  
important and powerful people on  
campus

# Meet the Team



George

Student Voice  
Coordinator (Academic  
Representation)



Ryan

Education  
Manager



Amber

Education  
Officer

# Using the opossum chart...



**How are you feeling about becoming a Faculty Rep?**

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Why did you decided to  
put yourself forward for a  
Faculty Rep position?

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

# Faculty Rep Responsibilities



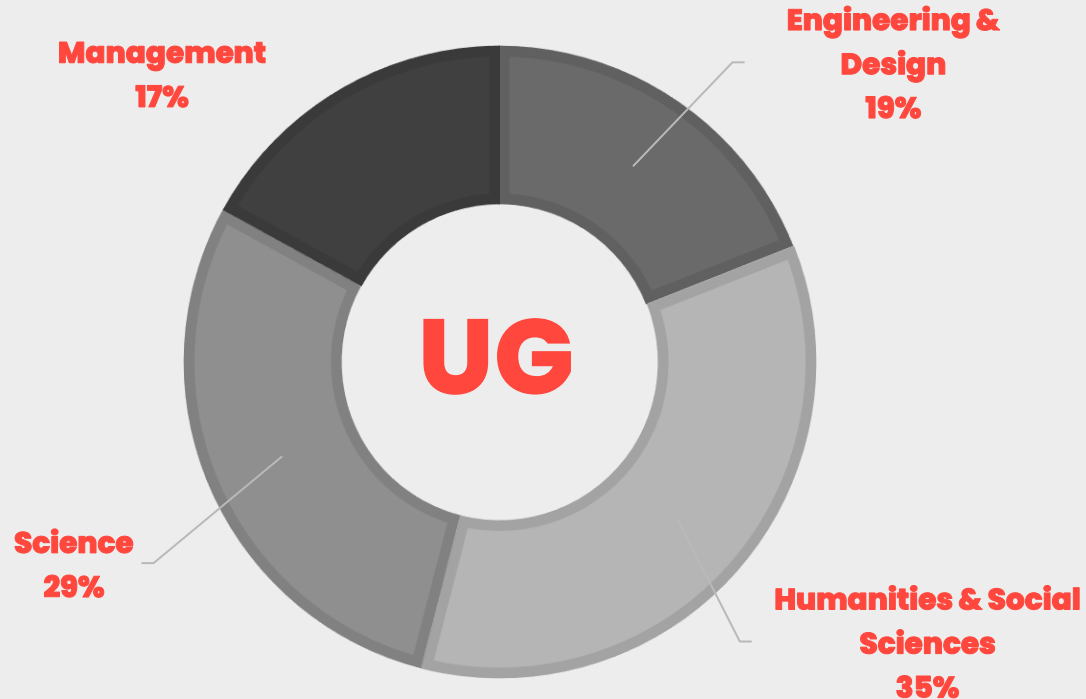
The role can be broken down into:

- Listening to Reps and gathering feedback on Faculty/School level issues
- Share feedback and collaborate with staff to create change
- Work alongside the SU to make large scale change

# Gathering Feedback from Reps



# Who you are Representing



# Feedback Methods

As a Faculty Rep, you are responsible for gathering feedback from Academic Reps across your Faculty/School.

What do you need to think about when gathering this?



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What do you need to  
think about when  
gathering feedback?

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

## **The Rep Experience**

**Historical Student  
Issues**

**SU Officer Top Ten**

**What topics to gather  
feedback on...**

**Meeting Agenda Items**

**Positive feedback**



# Faculty Forums

**Chair:** You!

**Your Role:** Decide what is on the agenda and lead meeting

**Role of Meeting:**

- Feedback from SSLCs/dept issues. FLTQCs etc
- Discuss core issue – issues, potential solution, course of action as small groups Q&As with faculty reps/Officer/staff
- Network with other reps

# What if Reps are not engaging?



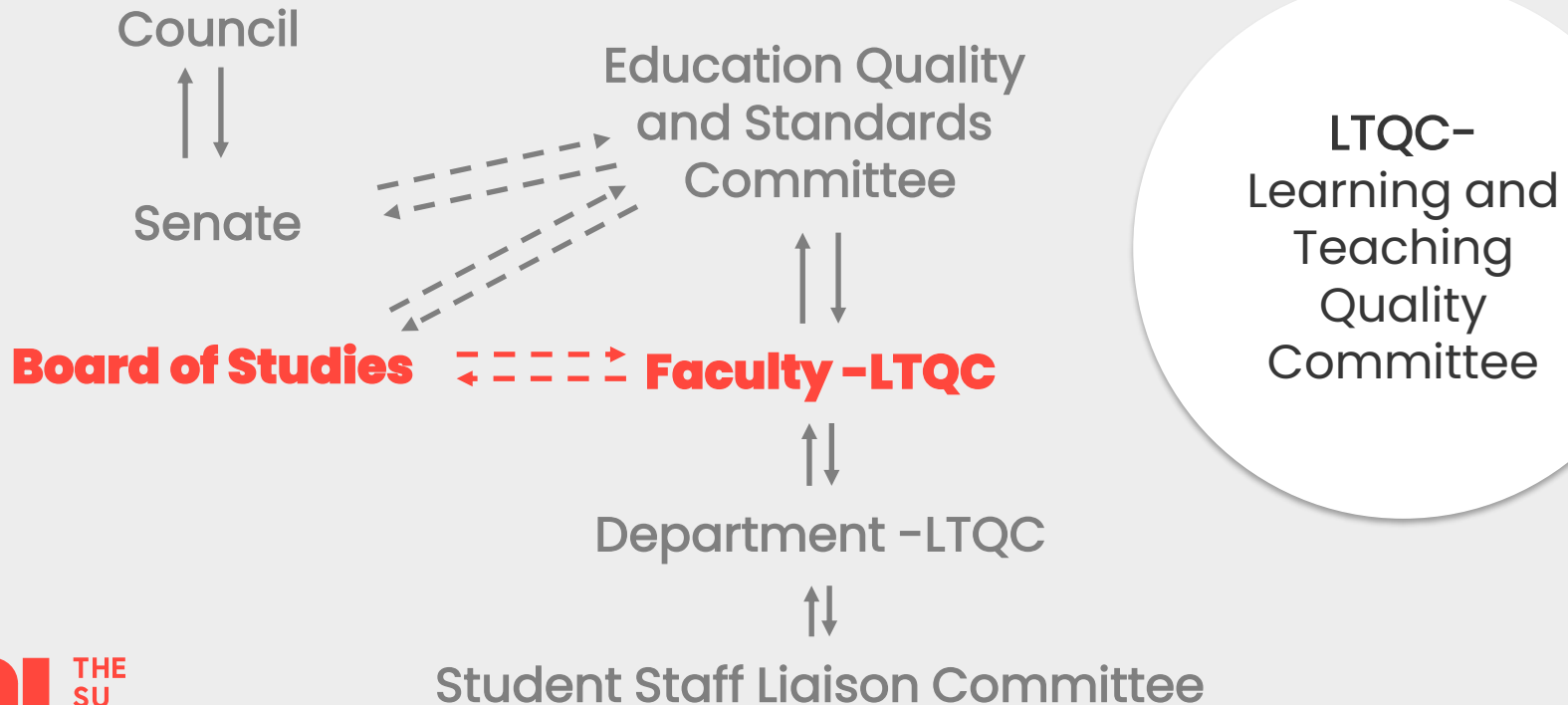
# Collaborating for Change



# Attending Meetings

- The two main meetings you will be asked to attend with staff are **Faculty Learning & Teaching Committee** and **Board of Studies**
- These meetings are your opportunity to speak on poor practice, academic standards and other aspects of the learning experience in your Faculty/School

# How do issues get escalated?



# Your Representative Allies

Officers



**Senate Rep**



Faculty Reps



Academic Reps



Students



## Vacant until Autumn

Chairs Academic Exec and attends Senate



# Your Representative Allies

## Officers



Senate Rep



Faculty Reps



Academic Reps



Students

**MEET YOUR ELECTED OFFICERS**

 Jimena Alamo SU President	 Amber Snary Education Officer	 David Lam Activities Officer
 Zuber Lakhani Postgraduate Officer	 Olivia Warner Sport Officer	 Benji Orford Thompson Community Officer

**SU THE SU VOICE**

# Scenario 1

Your friend on a different course, but the same faculty, comes to you because they cannot understand the essay guidelines. They want this resolved quickly as the deadline is just a few weeks away. What do you do?

# Scenario 2

One of the Academic Reps in your faculty contacts you directly. They have been really struggling with the course and are considering dropping out. They are very upset and want support. What do you do?

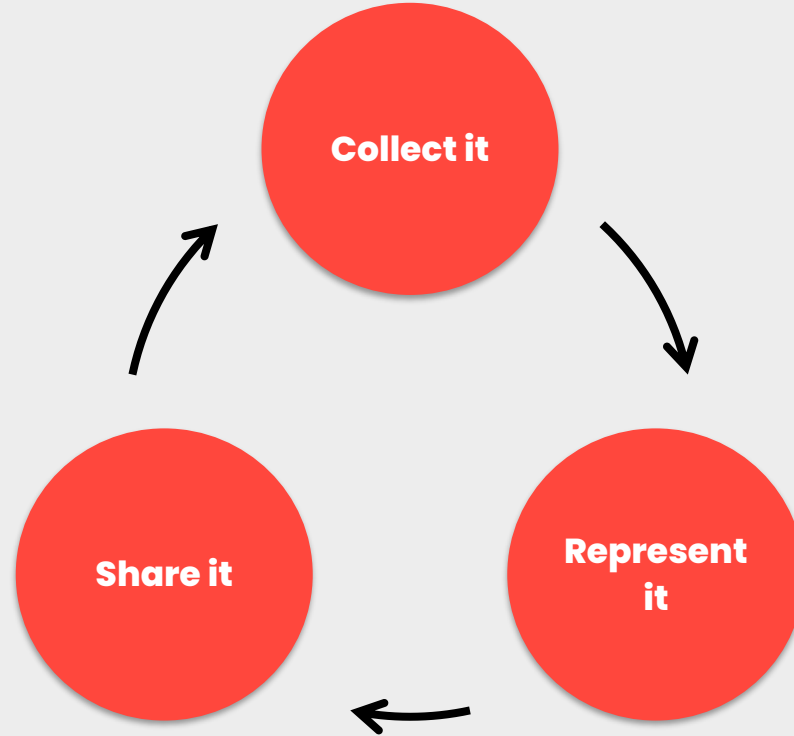
# Scenario 3

You have you're a Faculty Learning and Teaching Quality Committee meeting tomorrow but you are not aware of any specific issues. What should you do?

# Scenario 4

At your Faculty Learning and Teaching Quality Committee meeting, you let staff know that Reps are getting feedback about students who are worried about spending money on supplies for the course. Staff respond saying that they are sorry but the course cannot pay for the supplies. What do you do?

# Close the Feedback Cycle



**Collect  
it**

Collect feedback by working with all your peers, using established networks and innovative methods.

**Represent  
it**

Work out where the feedback belongs and share the range of positive and negative views.

**Share it**

**Communicate** wins and losses Reps. You're a community and sharing information helps everyone to understand more.

# The SU & Wider Change





# The Five Areas of the SU

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

# 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 

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**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.*



# Academic Exec

**Chair:** Senate Rep  
**Your Role:** Member

- A space to discuss and debate issues that fall under academic or related matters
- Formulation and delivery of education campaigns
- Oversee the development of the Academic Rep system
- Aims to create proactive solutions to ongoing issues
- Implement policy proposals and strategy regarding academia at Bath
- Gives you the opportunity to update members on activities

# 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  
Senate Rep

Closer  
Education 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  
Senate Rep

Closer  
Education 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  
Senate Rep

Closer  
Education 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  
Senate Rep

Closer  
Education 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  
Senate Rep

Closer  
Education Officer

Timekeeper  
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

# Education 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.



# SU Education Officer

## 2024-25 Priorities

- Pushing through long standing issues
  - Such as annotated past papers, recordings, and reading weeks.
- Building and enhancing the academic experience
  - From study spaces academic communities
- Creating a NEW SU Top Ten with the University
  - Setting a clear and defined priorities for the next year

# 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](mailto: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



# Current Projects

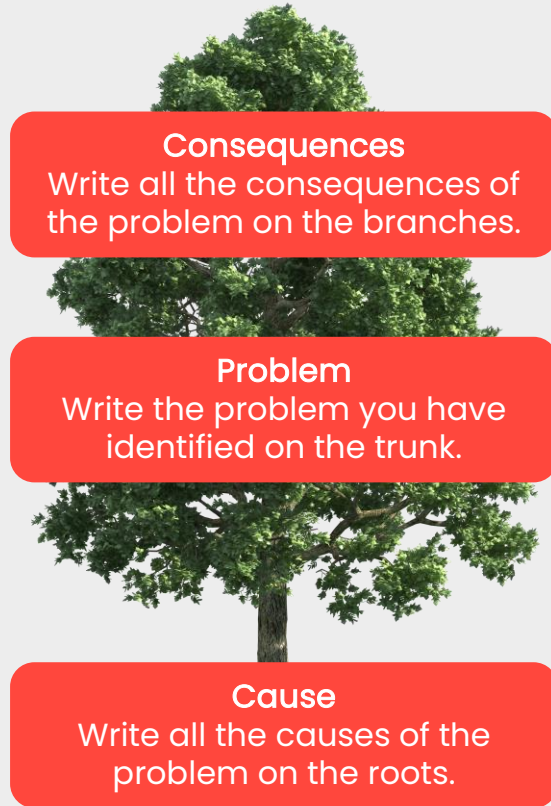
## Academic Rep System

- Rep Review 2024
- Distance and Apprenticeship
- Academic Communities

# 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.

# The Problem Tree



# Your 2024-25 Objectives

Having a plan of what you want to achieve can help guide you in your role.

What is the big issue in your Faculty/the School you want to tackle?

What would like to achieve by the end of the year?

# If nothing else remember these

- ★ Make sure you raise issues in a timely manner
- ★ Be inclusive
- ★ This is a partnership; work with your academics, your fellow Reps and The SU
- ★ Don't be afraid to ask for help!

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What did you think of the training? (1 being not very good and 5 being very good)

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



**Thank You!**