

**Notice of Meeting**

|  |  |
| --- | --- |
| **Meeting:** | **Academic Exec** |
| **Place:** | CB 3.11 |
| **Date & Time:** | Thursday 11th December 13.15 |

All SU Agendas and Minutes are available on www.thesubath.com

If you require papers in an alternative format, please ask the Secretary to this Committee.

The University has identified seven categories of information which it will not routinely publish under the Freedom of Information Act (eg: details about living individuals, information held under an obligation of confidentiality, or which might prejudice the University’s commercial interests).

It is not anticipated that items on the agenda for this meeting will contain such information, but if this does occur then a separate set of minutes of the discussion of such agenda items will be produced and submitted to the next meeting of the Committee for approval. Further information on the Freedom of Information Act is available from the Secretary to this Committee.

**Agenda**

|  |  |
| --- | --- |
| **1.** | **Apologies**  If you are unable to attend the meeting, please send your apologies in advance to [academicreps@bath.ac.uk](mailto:academicreps@bath.ac.uk). |
| **2.** | **Officer Updates**  Verbal updates from the Education and Postgraduate Officers. |
| **3.**  **4.** | **Panopto**  Faculty Reps to discuss any issues around Panopto.  **Health and Safety for Doctoral Students**  A major discussion point for research reps has been health and safety. Feedback from Taught reps would useful about their experiences, especially when in labs and in preparing for their final projects. Can Taught Faculty Reps think about if they know of any health and safety procedures or issues.  Please find attached a document circulated in the Engineering faculty SSLC to provide some background on this matter. |
| **5.** | **Faculty Rep Issues**  Please speak to your academic reps and reportback on any issues or news within your Faculty/School.   * Undergraduate Issues * Postgraduate Issues * Doctoral Issues |
| **6.**  **7.** | **Office Survey**  Engagement & Quality Co-ordinator to give an update on the Office Survey for Doctoral students.  **Any other business**  This includes anything which has come up in your Faculty meetings which you would like to discuss or any other issues or ideas you want feedback on. Ideally, please email [academicreps@bath.ac.uk](mailto:academicreps@bath.ac.uk) 24 hours in advance of the meeting. |
|  |
|  |