

Faculty Rep 101

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

Faculty Rep Training



What does it mean to be a rep?



Communicating with Reps



Meetings



What's new with the SU



Signposting

Meet the Team



Georgina

Student Voice
Coordinator (Academic
Representation)



Ryan

Education
Manager



NEW FOR 2023/24

Amber

Education
Officer



RE-ELECTED FOR 23/24

Jura

Postgraduate
Officer

What does it mean to be a rep?



What do you think are the main responsibilities of being a Rep?

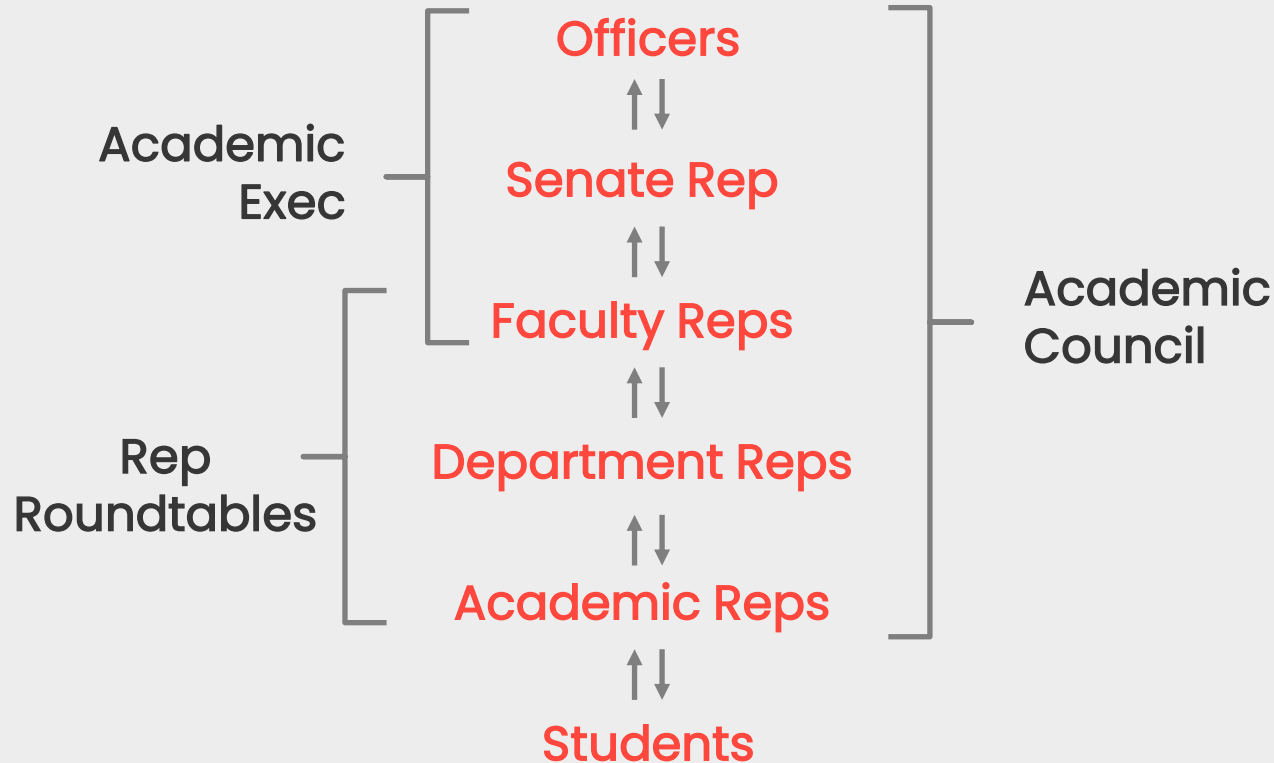
Activity

What do Reps do?

Reps 'are responsible for obtaining the views and feedback from the cohort of student they represent, presenting these views to the committees and fora they attend and for feeding back outcomes of these decisions. Elected student representatives should attend meetings within both the Students' Union and the University as outlined within their role description'.

-Quality Assurance Code of Practice

The SU Voice Structure



18,868

Students

500+

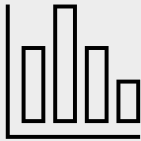
Academic Reps

12
Faculty
Reps

6
Officers

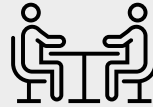
1
Senate
Rep

How we support you



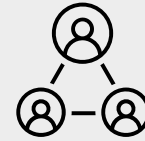
Data

Collect & analyse
data



Meetings

Talk out a problem
with us

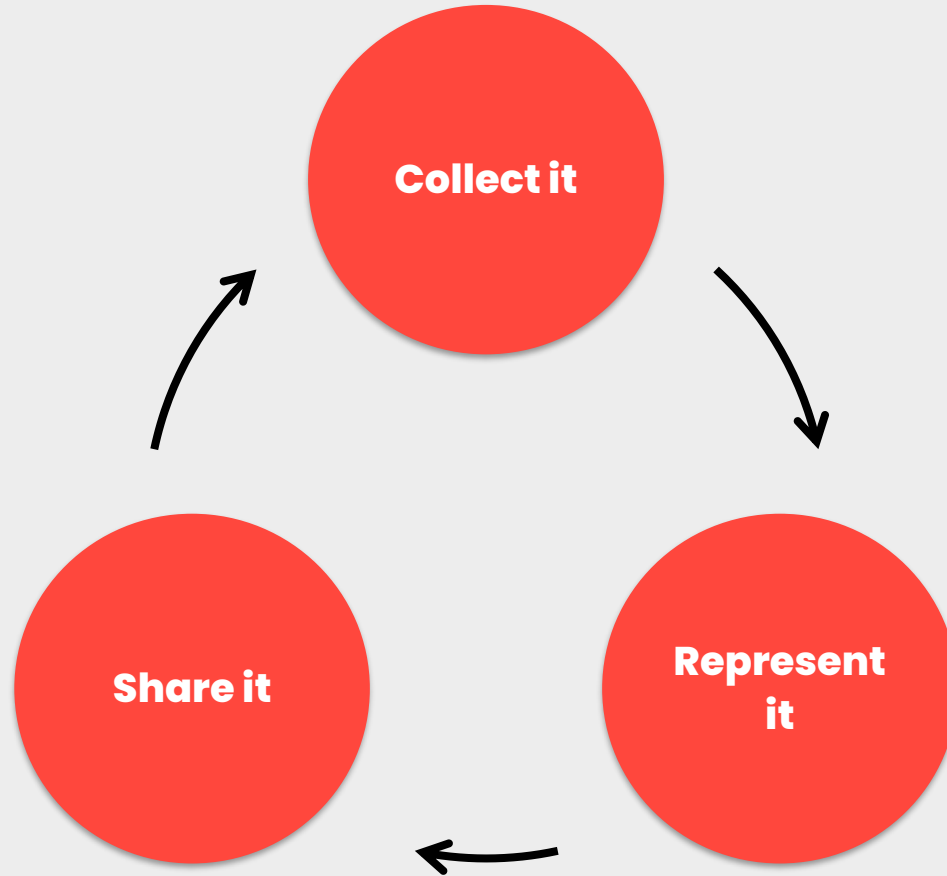


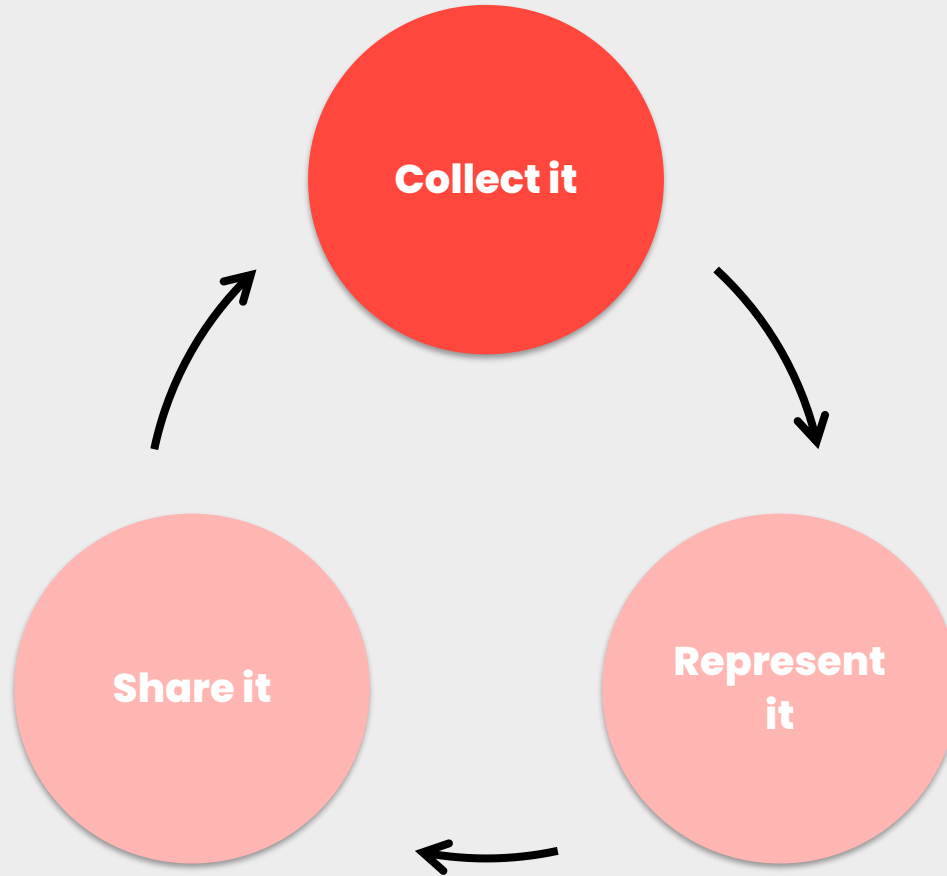
Networks

Teams, email

Communicating with Reps







Coffee Mornings or other
social activities

Surveys

Social Media

**What are the different methods
you could communicate with
your Reps?**

Emails

Group chats

Teams

Comment boxes

Feedback Topics Ideas

- Curriculum transformation
- Teaching on your course
- Assessment and feedback
- Learning Community
- Unit Evaluations
- Academic Support
- Learning Resources

What is going well?
What is going not so well?
Do you have any new ideas?

Deadlines?

Ask why?

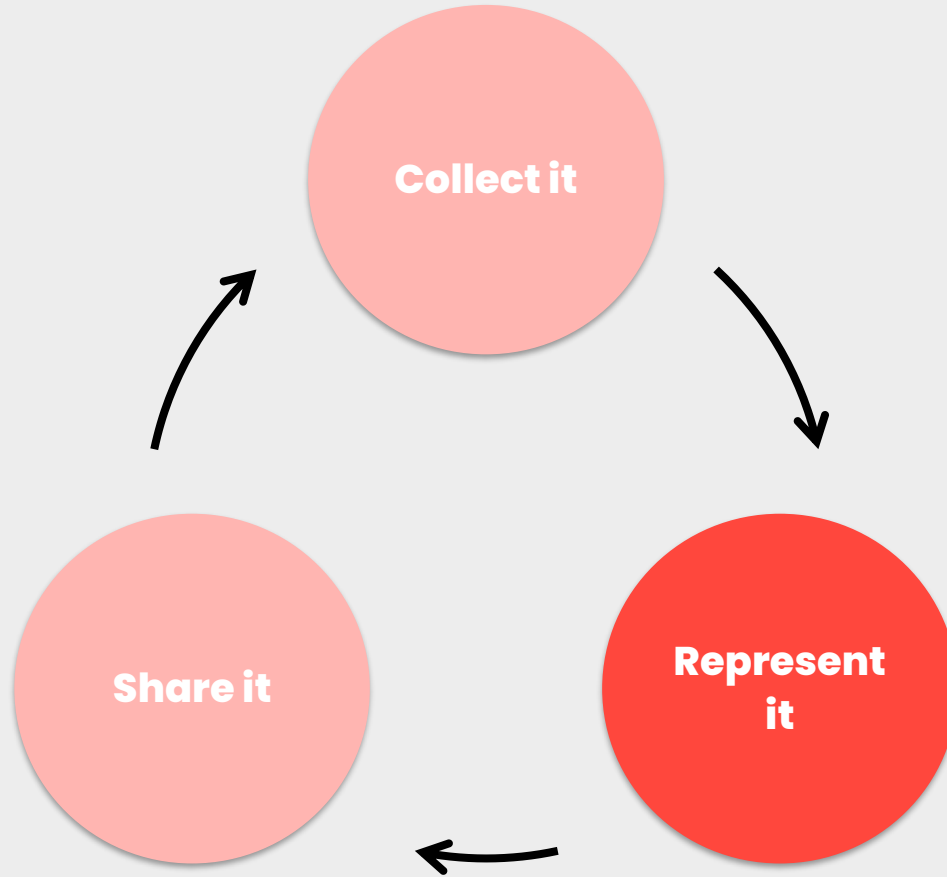
Communication method?

What if the Reps aren't engaging?

Engagement tools

TLDR?

Meaningful engagement



Everyone likes chocolate, right?

Activity



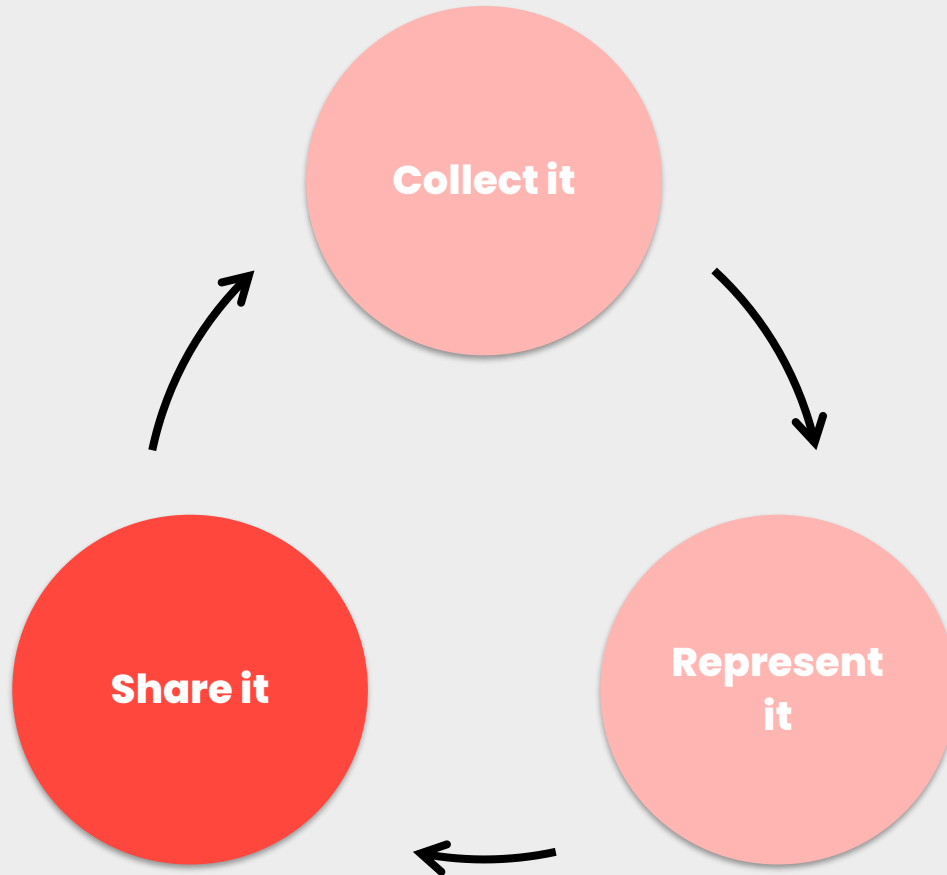
Majority **rules**, minority **rights**

“important principle in democracy according to which public policy is determined by a majority of citizens, but the majority may not rightfully use its power to deprive minority groups of their rights”

A good Rep is

unbiased

[adjective] “showing no prejudice for or against something; impartial.”



A
accurate

B
balanced

C
constructive

D
depersonalised

E
evidenced

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

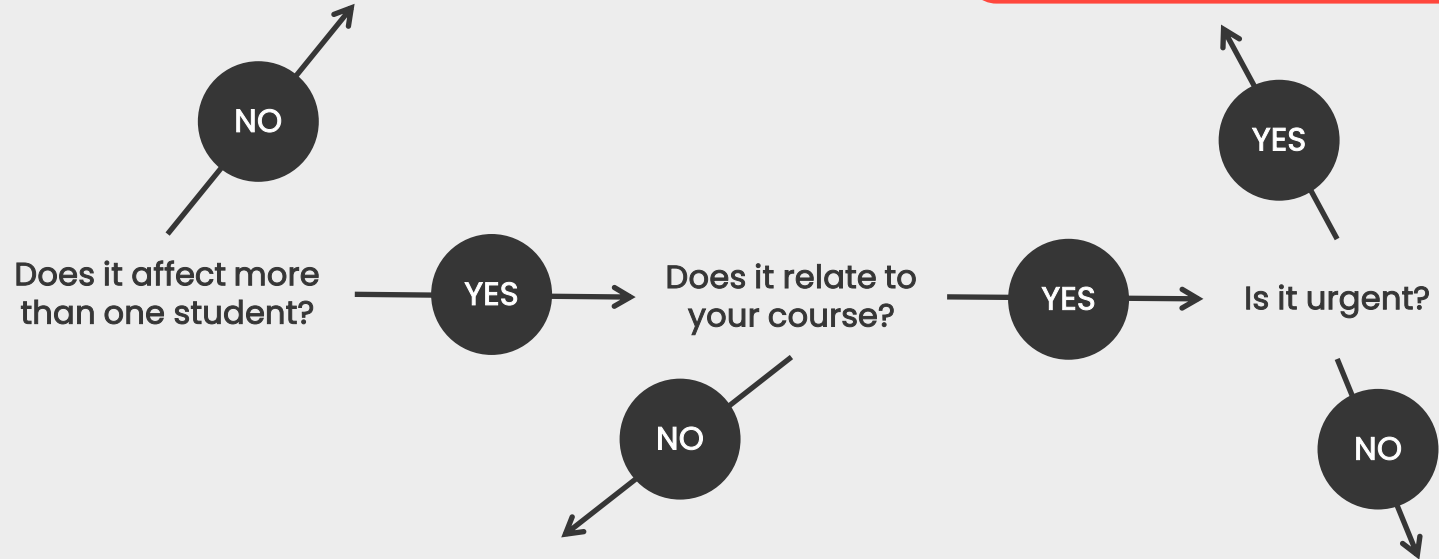
You have you're a Faculty Learning and Teaching Quality Committee meeting tomorrow but you are not aware of any specific issues. What should you do?

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?

Sign post them to the relevant service or staff members who can help them with your issue. If you are unsure contact the SU for support

Email or speak with your Director or study or appropriate staff member



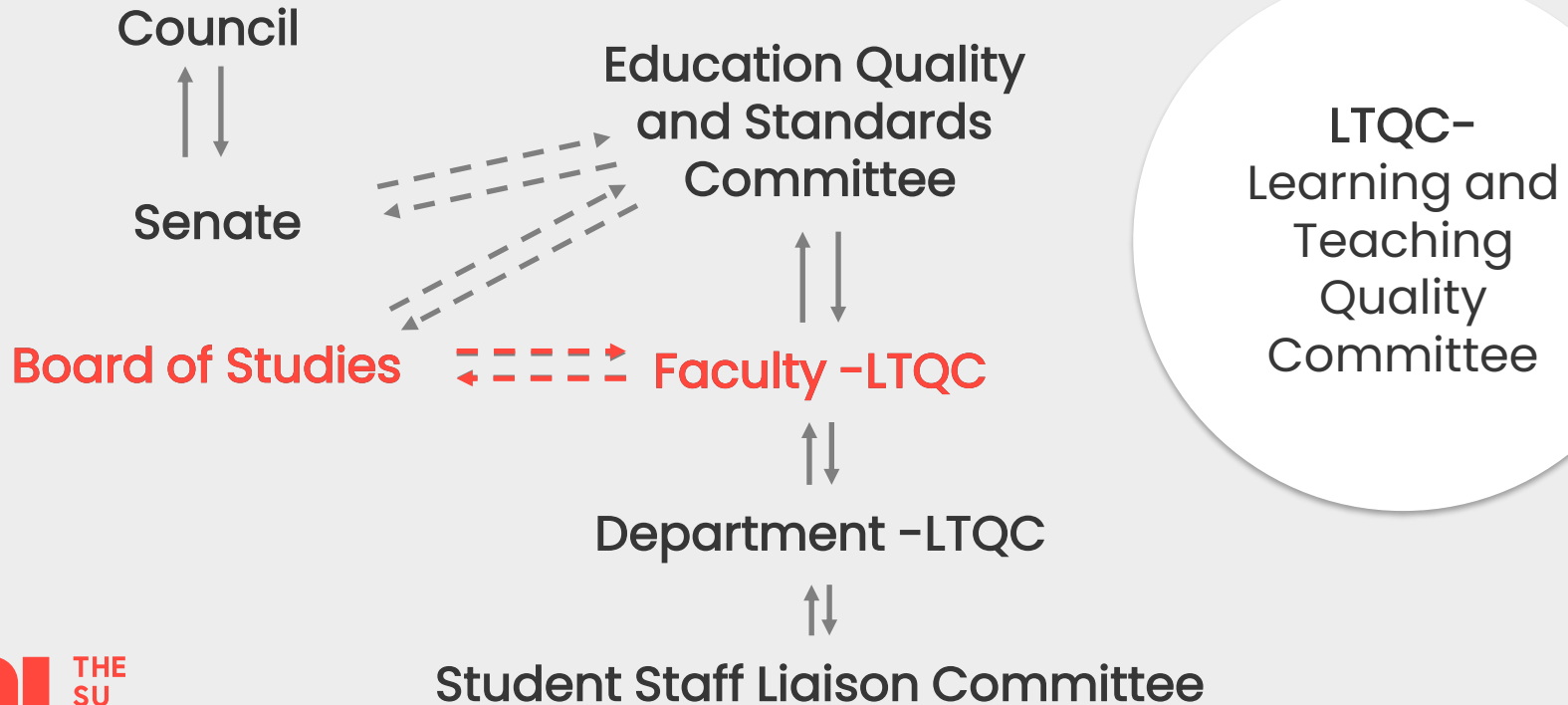
Speak with the relevant SU officer on the topic, they can give you advice on what to do.

Raise it at your next SSLC

Meetings



University Meetings



Purpose of Board of Studies

- ❑ Approval and evaluation of **academic strategy**
- ❑ Consideration of **new programme proposals**
- ❑ Looking at **academic standards, teaching and research** to disseminate good practice
- ❑ Monitoring and reviewing implementation of institutional **quality assurance** and **academic frameworks**
- ❑ Discussing conduct and outcomes of student academic reviews and investigations of assessment offences
- ❑ Monitoring student complaints, student academic reviews and investigations of assessment offences

Purpose of F/S-LTQC's

- ❑ Implementation, monitoring and promotion of good practice and innovation in relation to the enhancement of the quality of learning and teaching
- ❑ Continuing the dialogue between staff and students to develop and enhance **the student learning experience** and effective **student engagement practice**
- ❑ Consideration of **full programme proposals** and approval of the renewal of department-level agreements with exchange partners
- ❑ Consideration of **proposed amendments to units, programmes and scheme of assessment**
- ❑ Consideration of overview reports and data in relation to academic standards, student progression and achievement and key aspects of the student learning experience

Preparing for a Meeting

- ✓ Talk to your reps and gather data
- ✓ Resolve the small issues before the meeting to make time for the bigger topics
- ✓ Confirm your attendance to the meeting, **especially if you are giving apologies**
- ✓ Contact the Secretary or the Chair if you wish to place anything on the agenda.
- ✓ Read the agenda and check minutes from previous meetings to understand matters arising.
- ✓ Contact The SU Voice team if you want to discuss anything or get advice/support on an idea/issue



Academic Exec

More info
in Exec
training!

Chair: Senate Rep

Your Role: Attendee

Role of Meeting:

- Report to the committee trends in student feedback from your department and discuss action
- Hear and consider updates from meetings such as Education Quality Standards Committee, Senate etc
- Receive updates from Officers on progress on their priorities



Academic Council

Chair: Education Officer
Your Role: Facilitator/Attendee

Role of Meeting:

- Discuss unvieristy level issues and officer priorities
- An opportunity to ask questions to officers or unvieristy senior managers
- Reps opportunity to raise ideas/share good practice for the council to consider



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's new with the SU?





HELLO
HELLO
HELLO



MEET YOUR ELECTED OFFICERS



Jimena Alamo
SU President



David Lam
Activities Officer



Abbie Watkin
Sport Officer



Amber Snary
Education Officer



Jura Never
Postgraduate Officer



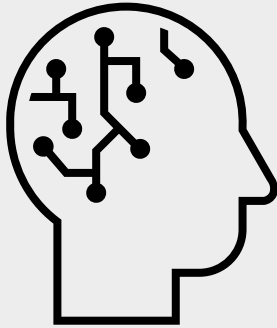
Hanna Hajzer
Community Officer

SU THE
SU
VOICE

thesubath.com/elections



Senate Rep



To be elected in
October

The Senate Representative is elected by all students once a year and represents students at University Senate and also is a member of the SU Academic Executive Committee.

Signposting



SU Advice & Support Centre

Personal



- Harassment
- Discrimination
- University Complaints
- Disciplinary
- Access to Legal support

Housing



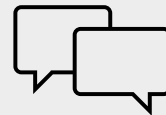
- Finding accommodation
- Contract check or issues
- Moving in
- Council tax
- Landlord Issues
- Disrepair
- Moving out

Academic



- Academic appeals and reviews
- Changing course
- Individual mitigating circumstances
- Assessment offences
- Course complaints
- Preliminary disciplinary procedure

Other



- Disability and impairment support with SU activities
- Free pregnancy tests
- Low cost condoms

SU Support Services

- Advice & Support Centre – See next pages for more details.
- Peer Mentoring & PALS – Peer wellbeing and academic support.
- Skills Training – Various different skills sessions for academic, careers and personal development.
- SU Jobs – Financial and career development.

University Student Services

- ★ Wellbeing Service – Provide low level mental health support, workshops, online support
- ★ Counselling & Mental Health – Provide medium level mental health support 1-1, group
- ★ Disability Service – Provide physical and mental disability support
- ★ Student Money Advice – Provide student finance advice, hardship fund and loan guidance
- ★ Immigration Service – Support non-UK students, including Tier 4, visa checks

University Student Services

- ★ Academic Department
- ★ Medical Centre
- ★ Security
- ★ Chaplaincy & Prayer Room
- ★ Skills Centre
- ★ Library
- ★ Accommodation Centre
- ★ Doctoral College
- ★ Careers Service
- ★ Placement Support

If in doubt, direct students to studentservices@bath.ac.uk and they will be able to help. Based at 4 West and remote working.

If nothing else remember these

- ★ ABCDE your feedback
- ★ 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!

THANK YOU!