# Role Descriptor

Senate Rep

& Exec Chair

**As a Senate Rep you are representing the student voice in one of the University’s highest-level meetings. You will gather feedback as chair of Academic Exec and contribute towards the discussions and decisions brought forward at Senate.**

## **What is Senate?**

* **A meeting responsible for directing and regulating the academic work of the University.**
* **The highest-level committee, discussing key issues impacting students across the University.**
* **Chaired by the Vice Chancellor with a membership made up of Pro Vice Chancellors, Deans of Faculty, and elected academic staff members.**

## Duties & Responsibilities

* **Leading and managing regular Executive Committee meetings.**
* **Collaborating with the SU Education Officer and SU staff to prepare Exec agendas and consult on subjects related to education at Bath.**
* **Strengthen SU events and campaigns related to academic welfare at Bath.**
* **Liaising with Exec members on emerging issues to add to the Exec meeting agenda.**

# Extra Information

## Meeting Commitments & Training

**Academic Executive Committee Meeting** / 1 hour / 1 East Meeting Room (1.20)

* 15 October 2025
* 21 November 2025
* 10 December 2025
* 04 February 2026
* 13 March 2026

**Senate** / 3 hours / Council Chamber

* 5 November 2025
* 28 January 2026
* 15 April 2026

**Pre-Meetings** / approx. 30 – 60 mins / Online or In-Person

*Schedule at least one week before an Executive Committee Meeting or Senate*

## Skills Development Opportunities

|  |  |  |
| --- | --- | --- |
| Confidence |  | Organisation/Planning |
| Decision making |  | Delegation |
| Teamwork |  | People management |
| Time management |  | Chairing |

## Key Contacts

**SU Education Officer /** [SUeducation@bath.ac.uk](mailto:SUeducation@bath.ac.uk)

**SU Voice Team /** [su-voice@bath.ac.uk](mailto:su-voice@bath.ac.uk)