

Officer Review Panel Report

Name:	Eve Alcock
Office:	SU President
Review period:	19/11/2018 to 19/02/2019

Effective Behaviours framework (Self-Evaluation)

Delegating work as appropriate in a timely manner through managers.

After beginning to feel overwhelmed with organising the Women in Leadership Conference, I sat down with members of staff to delegate out tasks that made the planning more efficient and relieved the burden of work on me

Being well prepared for meetings and presentations (including reading papers and talking to colleagues about issues that affect their areas), and making sure there is effective representation from others when you cannot attend.

Given how hard we fought for officer representation on FLTQCs and the importance of Curriculum Transformation, when I was unable to attend one of the meetings, I ensured that Alisha was able to go in my place.

Commitment to diversity including differences of opinion, background and needs.

In planning the Women in Leadership Conference, I have been trying my best to ensure a real diversity of speakers to provide that representation for women students attending

Proposing and negotiating effective solutions

When we received some negative student feeling around the proposed changes to the SU's governance and the referendum timeline, I made sure to meet with concerned students 1:1 about the timeline, and proposed solutions that reassured them. Similarly in the debate, I felt I was able to propose some solutions to people's concerns.

Ensuring actions agreed are followed up with key stakeholders to make sure progress is being made, until change is achieved.

We have recently had to approach a member of University staff several time to ask if particular agreed actions had made any progress. Our constructive approach has now meant that an additional member of staff has been looped in to follow the progress on agreed actions. This was useful as it was identified that large workload was causing stagnation on progress, so by understanding the cause, we were able to get an effective solution which meant progress began again.

Understanding and respecting the governance arrangements within The SU and where approval needs to be made.

Through chairing the SU's governance committee and undertaking work on updating our articles of governance, I feel I have a thorough understanding of the governance arrangements. We are currently doing what we can to ensure that we are engaging students with the proposed changes to give us the best chance of reaching quoracy.

Thorough engagement on politically sensitive issues.

The NUS white paper consultation and turnaround work is a very politically sensitive issue. When responding to the consultation as an SU, I consulted with national delegates and put out Facebook calls for people's views to include.

Understanding when to look at issues as a trustee of the Union rather than an officer of that area.

The recent budget rounds have been a really important opportunity for me to exercise this. As chair of the board I need to help ensure the financial situation of the Union, often making difficult decisions as a result of understanding the broader financial context we work within when it comes to the University. I was also able to exercise this skill in a meeting recently when considering a proposal from a student group who wanted to develop their provision – I had to focus on the risk aspect of their proposal as a trustee of the organisation rather than just being an officer who wants to support group development.

Effective Behaviours framework (Peer-Evaluation)

Positive Behaviours

Bath Time

Managing Self and Personal Skills

- Flexible and effective in managing time to edit the monthly magazine and breaking news stories
- Supportive above and beyond defined role - e.g. Facebook support with technical issues

Working with others

- Often discusses events that could lead to stories and keeps us informed
- Respects differing views on issues she is passionate about
- Always calm and approachable

Communications and visibility

- Made very available via digital means and responds quickly to unplanned communications
- Often comes into the office for casual chat and to keep us updated on key events

URB

Achieving Change

- Eve's work with the bus situation has been really good, consistently keeping students informed and doing loads of work to get changes made to the schedule

Communication & Visibility

- Making sure there are opportunities for students to be able to find them in the office.
- Eve's door is often open, and she's usually happy to chat.

Working With Others

- Often collaborates with other SU officers on various projects. For example, the SU Officers were encouraging students to sign up to vote during Refresh week.

Being proactive about identifying potential issues and seeking advice

- Messaged about including CC on all CampusTV videos for inclusivity purposes

Behaviours that could be improved

URB

Communication & Visibility

- Some feel they've not had much direct contact with her as a student group.
- It has also been mentioned that during the URB problems, Eve has been seen to not support the group in their efforts to get the radio station back up and running.

CampusTV

Working in isolation, not involving relevant people in decisions or actions

I have not really interacted with Eve much; aside from sending videos for approval.

I feel like her role as our "go-to" officer is often ignored and SU marketing team normally act as a liaison if we want to get anything done with the SU.

This is mostly due to the fact that I don't think she seems particularly approachable in general. Her door is often shut which either indicates she's not there or she's busy.

This is contrasted from last year where Ben was much more approachable and like I could go and talk to him.

Targets set at the Previous Review Panel Meeting (19/11/2018)

- 1) To arrange a Women's leadership conference.
- 2) To start having quarterly sessions with the acting Vice-Chancellor and to continue this when the new Vice-Chancellor joins the University.
- 3) To see if the Virgil Building courtyard could be converted into a study space.

Review Panel Meeting (19/02/2019)

QUESTION: The Review Panel asked Eve what progress they had made on the targets which had been set at the previous review panel meeting?

ANSWER: Eve reported that work was progressing very well on the women in leadership conference and that they were looking forward to it being a successful event.

Eve reported that a date had been arranged for students to meet with the Acting Vice Chancellor and Pro-Vice Chancellor to ask both questions about the University. The Student Voice team have taken over carrying out this work.

Eve reported that The Student Union (SU) have taken over the management of the Virgil Café from the University who had been planning to close it. They explained that due to the short timeframe there had been no time to consult students around how this space could be used. They noted that there was a need to gather feedback from students on what they wanted from this café.

QUESTION: The Review Panel asked Eve for clarity on the negative feedback received from a student on the governance referendum timeframe?

ANSWER: Eve explained what the negative feedback had been about and the actions they had taken to address this. They had met with the student to explain that the referendum was being tied to the Officer elections to maximise participation. Sessions had also been held for students to give feedback on the Articles of Governance and suggest amendments to the Governance committee.

QUESTION: The Review Panel asked Eve about the feedback they had received from the Media group?

ANSWER: Eve noted that the student Media group only take up a small amount of the President time and that the President is often interacting with people across The SU and University. They explained the current situation with the Union Radio Bath (URB) and that the amount of support they could give to this was limited as most of it was down to Estates. Eve reflected that maybe they could do more to keep them updated on developments.

The Review Panel noted some contradictions in the feedback Eve had received about being both approachable and not approachable. It was noted that there was a message on the door encouraging people to knock or email the President about their issues. Eve noted that it was difficult to balance having the door open all the time when they needed to sometimes concentrate on getting work done to deadlines. However, they also noted they would always respond if someone knocked on the door if they were in.

QUESTION: The Review Panel asked Eve how they felt the team were doing?

ANSWER: Eve reported that they had felt some tension slightly in team recently but that they had been advised by the Student Voice Manager that this was normal at this time of year.

Targets for the next Review Panel Meeting

- 1) To gather feedback on Virgil Café use from students around how they want it to be used at times.
- 2) To deliver a successful Women in Leadership Conference on the 23rd March 2019.