Equity, Diversity and Inclusion Committee

Athena Swan Self-Assessment Team

Terms of Reference

Purpose

To provide strategic oversight of the School progress and performance on promoting Equity, Diversity and Inclusivity (EDI) for staff and students

Remit

1. To prioritise plans to enhance EDI against transparent objectives and review progress on targets and outcomes
2. To promote the mainstreaming of EDI across the School structures, systems and processes at multiple levels
3. To create a joined-up approach to EDI across the School through appropriate representation and consultation – ensuring appropriate alignment with the Staff and Student Experience Standing Committees of the University Executive
4. To promote the sharing of evidence-based practice in EDI across the School and externally
5. To oversee the generation of statistical reports and research to inform priority setting and action planning
6. To evaluate the School progress and performance on EDI for staff and students, including the meeting of its legal obligations under the Equality Act 2010 and related legislative duties
7. To oversee the development of any applications for 'charter' status, as appropriate, and any associated action plans for the different protected characteristics through establishing working groups (including, if necessary, the self-assessment teams)
9. Provides a safe forum for disclosure and discussion of equity, diversity and inclusion issues

Governance and Operation

- The Committee shall meet as required to fulfil its remit and will meet at least four times each academic year.   The Committee may consider some business through correspondence.
- The Committee will have working groups as appropriate and shall set up task and finish groups as required.
- The Committee will report direct to the School/ College Executive as necessary, and at least four times a year.
- The Committee will aim to promote transparency and engagement in its working and may trial different methods to achieve this such as: live streaming; recording its meetings (with the recording available for 24 hours); and making minutes/brief record available within the University, except for closed business.

Membership

(paying attention to gender balance and representation across protected characteristics)