Equality, Diversity & Inclusion Committee

Terms of Reference

The role of the Equality, Diversity and Inclusion Committee (EDIC) is:

- to support and enable the University to be compliant with equalities legislation;
- to proactively promote awareness of and engagement with the equality agenda;
- to challenge unconscious bias and promote inclusive practices;
- to ‘mainstream’ ways of working to address any disadvantage or discrimination. This will include ensuring ‘reasonable adjustments’ for people with disabilities and to be concerned with the particular needs of all protected groups, as well as groups that are not explicitly protected but might nevertheless identify as a group that is vulnerable to less favorable treatment;
- to ensure that the School adopts the Athena SWAN charter principles within its policies, practices, action plans and culture;
- to proactively support the delivery of the Athena SWAN action plan, and take responsibility for completing tasks, and any additional actions that arise from these activities.

Membership and meetings

- The membership of the EDIAS Committee should be representative of the School and will include a minimum 11 members:
  - 5 Academic representatives, including the EDI Chair(s), Head of School, Admissions Officer, Welfare Officer, and at least 2 additional academic members of the School.
  - 1 Professional Services representative.
  - Student representatives across UG, PGT and PGR.
  - University Athena SWAN Liaison.
- Membership will include part-time and full-time members of staff.
- Membership will be recognized as an administrative role in the workload allocation matrix and therefore members are expected to regularly attend meetings and contribute to the completion of tasks related to the Athena SWAN Action Plan.
- The EDI committee will meet twice a semester.
- EDIC ordinary members will serve for 3 years and then be replaced by a member of staff with no EDIC experience, until everyone has experience.
- By 2022 the School will move to a joint male and female co-chair model for the EDIC.

Accountability

- The EDI committee will be quorate with 5 members.
- The EDIC will report to Planning and Management Committee, Staff Council, and the Institutional EDI Committee through the EDIC Chair(s).
Appendix 1: Athena SWAN Charter

The Athena SWAN Charter is based on ten key principles. By being part of Athena SWAN, institutions are committing to a progressive charter; adopting these principles within their policies, practices, action plans and culture.

1. We acknowledge that academia cannot reach its full potential unless it can benefit from the talents of all.

2. We commit to advancing gender equality in academia, in particular, addressing the loss of women across the career pipeline and the absence of women from senior academic, professional, and support roles.

3. We commit to addressing unequal gender representation across academic disciplines and professional and support functions. In this we recognise disciplinary differences including:
   - the relative underrepresentation of women in senior roles in arts, humanities, social sciences, business and law (AHSSBL).
   - the particularly high gender imbalance in the student population within the discipline of English.

4. We commit to tackling the gender pay gap.

5. We commit to removing the obstacles faced by women, in particular, at major points of career development and progression including the transition from PhD into a sustainable academic career.

6. We commit to addressing the negative consequences of using short-term contracts for the retention and progression of staff in academia, particularly women.

7. We commit to tackling the discriminatory treatment often experienced by trans people.

8. We acknowledge that advancing gender equality demands commitment and action from all levels of the organisation and in particular active leadership from those in senior roles.

9. We commit to making and mainstreaming sustainable structural and cultural changes to advance gender equality, recognising that initiatives and actions that support individuals alone will not sufficiently advance equality.

10. All individuals have identities shaped by several different factors. We commit to considering the intersection of gender and other factors wherever possible.