

Terms of Reference – Equality, Diversity and Inclusion College Committee

Purpose and Function

The Equality, Diversity and Inclusion (EDI) College Committee shall be responsible for promoting, mainstreaming and evaluating equality, diversity and inclusion related initiatives, policies and actions in the College in relation to employees and students. It shall make recommendations to the UMT Equality, Diversity and Inclusion group on matters relating to Equality, Diversity and Inclusion.

Terms of Reference

- To promote the University equality, diversity and inclusion strategy throughout the College, ensuring that equality and diversity is a key consideration in all planning and development undertaken in the College;
- To develop and drive the College programme of work relating to equality, diversity and inclusion in line with the EDI Strategy and, working with key stakeholders, ensure that there is effective implementation across College and Schools;
- To support the programme of work of the Schools in the College in relation to Athena SWAN and Gender Equality Actions Plans;
- To engage with relevant representatives in the College around Widening Participation;
- To work collaboratively with central Units such as the EDI Unit and Access and Lifelong Learning to support the embedding of EDI in the College;
- To highlight and communicate developments in national and international EDI related policy as advised by the EDI Unit/University to the College;
- To make recommendations to the College Executive and EDI Group for the enhancement of Equality, Diversity and Inclusion based on feedback received at College level;
- To submit an annual report to the EDI Group on the progress of the College Committee to facilitate the evaluation of equality and diversity measures, policies and procedures put in place;
- To promote monitoring of College level data, where available, in relation to the 10 University grounds and to use this data to identify priorities for the College. The ten grounds under the Equality Acts are: Age; Civil status; Disability; Family status; Gender; Membership of the Traveller community; Race; Religion; Sexual orientation; and Socio- Economic Status.

Composition

The College Committee shall normally comprise of the following representatives:

- Vice-Principal for EDI (Chair)
- EDI School/Unit Representatives
- Student Representatives
- Members of Centres/Groups/Networks within the College linked to EDI
- Other

The representative membership of the College Committee may vary across Colleges depending on the EDI structures established within the College and its Schools. The Committee may co-opt other representatives as appropriate. The Group should aim to have gender representation of at least 40%

of either gender and broad representation from across all 10 University Equality grounds and a mix of faculty and professional staff. The Group may establish, whether from within its own membership or otherwise, such sub-committees and advisory groups as it may think fit, to advise and report on any EDI related matters.

Term of Office

The term of office will normally be three years.

Conduct of Business

- The Committee shall meet at least four times a year
- The meetings shall be convened by the Chair with a minimum of seven days' notice of a meeting