



UMT Sub-Group – Equality, Diversity and Inclusion (EDI) Group

Purpose and Function

The Equality, Diversity and Inclusion Group shall be responsible for leading equality of access, equality of opportunity and equality of outcomes in UCD, for driving equality, diversity and inclusion related initiatives and for making recommendations to the University Management Team (UMT) on all matters relating to Equality, Diversity and Inclusion.

Terms of Reference

- To oversee and provide guidance and direction for the achievement of equality and diversity objectives identified in the University Strategic Plan and the EDI Strategic Action Plan, to identify and help remove barriers;
- To oversee and promote the equality, diversity and inclusion agenda in UCD, ensuring that equality and diversity is a key consideration in all planning and development undertaken at the University;
- To oversee the programme of work of the Gender Equality Action Group;
- To oversee the programme of work associated with the Public Sector Duty;
- To oversee the programme of work of the Widening Participation Committee;
- To highlight and communicate developments in national and European equality policy to the University Management Team so that they may be incorporated, as appropriate, by the University;
- To make recommendations to the University Management Team for the enhancement of Equality, Diversity and Inclusion at the University and suggest action measures to prevent any gaps/oversights/deficits in the area;
- To submit an annual report to UMT on the progress of the Group and an annual statement of risk relating to all areas within the Group's ambit. To facilitate the evaluation and validation of equality and diversity measures, policies and procedures put in place by the University;
- To define the role of Equality and Diversity Representatives in each of the Colleges;
- To review data in relation to the 10 University grounds on an annual basis. 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.
- To ensure the promotion, communication, and mainstreaming of equality, diversity and inclusion throughout UCD and that appropriate and effective training is provided at governance, management, faculty, staff, and student levels;
- To advise the UMT on steps necessary to ensure that the University complies fully with all legislative requirements in relation to equality matters, with particular reference to the Universities Act 1997, the Employment Equality Acts 1998 - 2008, the Equal Status Acts 2000-2004, the Disability Act 2005, Irish Human Rights and Equality Act 2014, and any other relevant legislation;
- To consider and respond to issues referred to the Group by the UMT.

Composition

The following shall be members of EDI Group:

- Vice President for Equality, Diversity and Inclusion
- Equality, Diversity and Inclusion Representative from each of the Colleges/Vice-Principals
- HR Representative
- Dean of Students
- Engagement and Communications Representative
- Equality, Diversity and Inclusion Manager
- IT Services Representative
- LGBT Staff Network Representative
- Access and Lifelong Learning Representative
- Widening Participation Committee Representative
- Gender Equality Action Group Representative
- WITS Representative
- Estates Services Representative
- Student Union Representative
- Athletics Union Representative
- Student Societies Representative
- Office of the Registrar Representative
- Library Representative
- International Office Representative
- Research Representative
- Quality Office Representative
- Staff Disability Network Representative
- Director of Institutional Research
- School based Dean
- University Secretariat Representative

The Group may co-opt representatives from across the University as appropriate. The Group should aim to have gender representation of at least 40% of either gender and broad representation of all faculty/staff/student groups in UCD. 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 of the above matters.

Term of Office

The term of office will normally be three years.

Group Support

The EDI group will be supported by UCD HR.

Conduct of Business

- The Group 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;
- The members of the Group may not nominate others to attend meetings on their behalf.

Reporting Responsibility

The EDI Group shall report to the UMT and send minutes of each meeting to the UMT for noting. The Group will prepare an EDI Annual Report which will be published on the EDI website and also feed into the President's Annual Report. The Group will submit reports indicating items for decision by the UMT and items for communication to the UMT. Items for decision should be accompanied by the recommendation of the Group.