

EQUITY, DIVERSITY & INCLUSION (EDI) COMMITTEE TERMS OF REFERENCE AND MEMBERSHIP 2024-25

Reports to University Executive Board (UEB)

Purpose of the committee

To provide assurance to UEB with regard to Equity, Diversity and Inclusion (EDI) at the University, in line with internal and external frameworks and compliance requirements.

Terms of Reference

- To oversee the development, monitoring and review of the University's EDI objectives and the University's Access and Participation Plan
- To oversee the development of EDI related policies and procedures for approval by UEB
- To note and recommend to UEB changes in government legislation in relation to EDI to ensure compliance with legislation
- To identify good practice in EDI from the HE and wider public sector, and make recommendations to UEB that will ensure best practice
- To monitor key staff and student EDI data, (including comparative and time series data) in order to assure UEB that strategic priorities are progressing and being met
- To report quarterly/annually to UEB on EDI statistics and activity in relation to staff and students on relevant institutional data including but not limited to:
 - Staffing (recruitment, pay gaps, promotion and retention, research related metrics)
 - Student recruitment, learning and academic outcomes
 - Campus EDI infrastructure
 - EDI Charters commitments and progress towards new charters and covenants
- To receive feedback from Faculties and Professional Services areas on EDI related plans, actions and impact identified in the annual Business Planning Process
- To provide a forum for consultation and discussion for issues raised by the Unions, the Student's Union and EDI networks on EDI matters
- To make recommendations to UEB about staff training and awareness raising regarding EDI
- To seek assurance that institutional risks associated with EDI are identified, managed and escalated to Risk Register as appropriate
- To submit an annual report to UEB and Senate to provide assurance on the University's approach to EDI.

Meeting frequency

The Committee will meet termly.

Membership

(The membership needs to ensure diversity of members including demographic, ethnicity and socio-economic representation, other groups may be invited to attend at the request of the Chair)

UEB Sponsor (Chair)

Registrar

Head of Student Welfare & Well-Being

Vice President (Welfare) of the Students' Union

Representative from People Services

Two trade union representatives (1 from Unison and 1 from UCU)

Four Academic members, one from each Faculty

One UEM

Two Professional Services representatives

By invitation: at the request of the Chair

Secretariat