DIVERSITY COMMITTEE
(Sub-Committee of Executive Board)

1. SECRETARY Equal Opportunities Assistant

2. MEMBERSHIP

Ex officio members:

(a) A Senior Officer, who is a member of Executive Board, or a senior
member of the academic staff appointed by Executive Board (Chairman)
(b) The Pro-Vice-Chancellors under Statute 43 (or their representatives)\(^1\)
(c) The Student Support Officer responsible for representing
students in matters of equal opportunities
(d) The Registrar (or his/her representative)\(^2\)
(e) The Director of Human Resources\(^3\)
(f) The Academic Registrar (or his/her representative)\(^4\)
(g) The Chair of the Equal Opportunities Consultative Group\(^5\)
(h) The Equal Opportunities Adviser\(^6\)

Appointed member:

(i) A member appointed by Council who shall not be a University employee

The appointed member shall serve for a three year period and shall be eligible for re-appointment.

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\(^1\) Responsible for informing the faculty management on required actions to achieve compliance with equal opportunities legislation and for reporting faculty progress back to the Diversity Committee.

\(^2\) The Registrar (or his/her representative) will be responsible for informing the Senior Officers Group on required actions to achieve compliance with equal opportunities legislation and for reporting progress from the Senior Officers Group back to the Diversity Committee.

\(^3\) The Director of Human Resources will be responsible for progressing required actions where they apply to staff. The Director of Human Resources will report progress back to the Diversity Committee and will be responsible for reporting the actions required to Staff Committee.

\(^4\) The Academic Registrar (or his/her representative) will be responsible for reporting on progress within student administration and for advising University Teaching and Learning Committee on required actions for compliance.

\(^5\) The Chair of the Equal Opportunities Consultative Group will be responsible for reporting recommendations to the Diversity Committee on issues relating to statutory compliance with equal opportunities legislation and best practice. This member will also take items for consultation back to the Equal Opportunities Consultative Group.

\(^6\) The Equal Opportunities Adviser will be responsible for reporting progress from various working groups and updating the Committee on progress against action plan.
A quorum shall be not fewer than one third of the members.

In attendance (as and when required for individual items):

Appropriate University and Union Society Officers including:

Representatives from Equal Opportunities Working Parties
Head of Student Welfare
Disability Officer
Admissions Officer
Director of Estates
This list is not exhaustive

3. TERMS OF REFERENCE

(a) To make recommendations to Council via Executive Board on the formulation and evaluation of the University’s policies, procedures, strategies and measures to achieve compliance with equal opportunities legislation.

(b) To monitor the institution’s progress against the Equal Opportunities Action Plan by considering reports from the EO Advisers, sub-committees and working groups.

(c) To submit the Equal Opportunities Annual Report (including Race Equality) to Council via Executive Board and oversee its publication once approved.

(d) To make recommendations to Council and Executive Board (via the Chair) on the actions required for the approved strategies and measures to be implemented to ensure fulfillment of the University’s statutory obligations.

(e) To audit annually equality impact assessments to ensure they have been carried out to the agreed standard, making recommendations for improvements and giving approval for publication.
(f) To establish, as and when necessary, working groups to investigate and report on other equal opportunities matters.

(g) To report to Council annually via Executive Board, and at such other times as may be appropriate.

(h) To consider annually, equal opportunities monitoring information and to make recommendations to other committees (eg Executive Board) on the basis of that information.

(i) To promote equality of opportunity and best practice across the institution.

Established by Council Minute 104, 19.04.1999
Revised and re-named Diversity Committee by Council Minute 7, 10.10.2005