

School of Environment, Education and Development (SEED)
Equality, Diversity, and Inclusion (EDI): Staff & PGR Working Group

Terms of Reference

The SEED EDI Staff and & PGR Working Group carries out the School's responsibilities for the University's EDI agenda and it reports to the Director for Social Responsibility, SPRC (School Policy and Resources Committee), Senior Leadership Team and Head of School.

Its membership is comprised of individuals representing all staff roles (academic, PS and research) in the School as well as PGR representation. There is a separate SEED EDI Student working group comprised of representatives from undergraduate and postgraduate taught courses. The remit of the group is to actively promote dignity, respect, inclusivity and equal treatment among staff, students and visitors.

1. Objectives

- To promote and encourage equality, diversity and inclusion within the School, and advancing equality of opportunity for all
- To encourage understanding of and participation in the EDI agenda for all members of the school community, and to foster and enhance the development of an inclusive culture that recognises and celebrates the benefits of diversity in the School, as well as challenging any systemic barriers to inclusion
- To monitor EDI issues within the departments of the School, and generating and implementing new EDI initiatives which contribute to the School, Faculty and University EDI aims and agendas
- To help ensure that the School is maximising opportunities to be inclusive in its aims to achieve a diverse and representative staff and student profile
- To review reports across a broad range of EDI metrics
- To establish a culture of continuous review and improvement for management of EDI issues
- Supporting and assisting with the application of Athena Swan awards and monitoring the ongoing implementation of associated action plans

2. Membership

Chair – SEED Associate Director for Equality, Diversity and Inclusion

Secretary – SEED PS lead for Equality, Diversity and Inclusion

Academic representatives from:

- Geography
- Architecture
- Planning and Environmental Management
- Manchester Institute of Education
- Manchester Institution of Education – PGCE
- Global Development Institute

Researcher Representative

Postgraduate Researcher Representative

PS Representatives – a minimum of 2 representing different grades

SEED HR Partner

3. Roles and Responsibilities

Equality and Diversity issues are the responsibility of all members of the School. The role of the Committee is to raise awareness, and to advise on, initiate and facilitate changes to the culture, environment and working practices which further the above mentioned objectives.

The Committee aims to meet 4 times per year.

4. Resources

The School allocates resources to the Committee via the workload model for the Associate Director for EDI (1500 points), and academic representatives for Departments (500 points).

There is also funding available from the School for specific EDI activity, as part of the Social Responsibility Budget.