**Terms of Reference**

**The Faculty of Humanities Equality, Diversity and Inclusion Working Group’s role is to:**

1. Promote equality and diversity within the Faculty, advancing equality of opportunity for all, including all groups with protected characteristics for both staff and students.
2. Devise and recommend measures in support of the University’s Equality and Diversity objectives.
3. Devise and recommend measures in support of the following Faculty targets for gender and BAME representation, and review staff and student profiles:

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| To achieve approximately 50% of female staff at senior lecturer / professorial level[[1]](#footnote-1) / PS leadership and management roles. |
| To achieve a minimum of 18[[2]](#footnote-2)% of BAME staff at senior lecturer / professorial level.To achieve a minimum of 14%[[3]](#footnote-3) of BAME staff in PS roles at Grade 6 and above. |

1. Monitor, review and implement Action Plans for Athena SWAN; Race Equality Charter Mark; Disability Standard; Stonewall; and relevant campaigns.
2. Share best practice and experiences in applying for Athena SWAN awards
3. Review all data pertinent to equality and diversity in relation to Faculty promotions and recruitment, particularly that reported at the Annual Performance Review; and propose, implement, monitor and report on impact of positive action interventions and other measures to be taken in response.
4. Make recommendations to the Faculty on how recruitment, selection, mentoring and promotions, and general employment issues, might be improved in relation to equality and diversity
5. Address issues pertinent to E&D identified by the Staff Survey
6. Analyze data related to equality and diversity in student recruitment, progression, appeals degree attainment and learning gain.
7. Review University and Faculty policies and procedures

**Frequency of meetings** - The committee will meet 4 times per year

**Current Membership:**

1. Associate Dean for EDI (Chair)
2. Deputy HR Director
3. EDI leads from SoSS, SALC, SEED and AMBS
4. Equality, Diversity and Inclusion office
5. Professional Services (PS) representative from Faculty PS Leadership Team
6. Faculty Social Responsibility Manager and Lead for Communications
7. Faculty Teaching and Learning representative – tbc
8. Directorate for the Student Experience
9. Student representatives – Student Union Women’s Officer & the Diversity & Incluson Ambassadors

**By invitation**

* University Leads for EDI
* Staff Network representatives
1. Figure is currently 36% [↑](#footnote-ref-1)
2. This target is based on the current proportion of BAME staff at Lecturer level. Current representation at SL/professorial level is 12%. [↑](#footnote-ref-2)
3. This figure is based on the proportion of BAME groups employed in professional occupations in the UK. The equivalent for the Faculty is currently 7.3%. [↑](#footnote-ref-3)