

RSPE Equity and Diversity Committee Terms of Reference

Equity and diversity issues are the responsibility of all members of the School. In recognition that cultural change is led by a community of representative advocates the School has established an Equity and Diversity Committee. This committee will advise RSPE management on improving practices to ensure equality of opportunity, fair policies and working practices that comply with the University's equal opportunity policy (https://policies.anu.edu.au/ppl/document/ANUP_001227). The remit of the group is to identify areas where improvements in working practices can be made and then make recommendations to the Director on how these improvements can be made through School procedures. Where appropriate the committee may also advocate that changes are made at the College or University level.

The membership is comprised of individuals representing all staff roles (professional and academic) and students in the School. The Director will be a permanent member of the committee and may not act as Chair, unless temporarily as requested by a current chair. Members are self-nominated, at any time and for an unlimited time. The size of the committee is not restricted. The Committee will be co-chaired by two members, ideally representing balance. The Co-Chairs will invite new members to ensure balance and diversity of representation. They are responsible for setting the meeting schedule (notionally bi-monthly), the meeting agenda, recording the meeting outcomes which will be archived on the School intranet. The term of the Chairs will be 2 years, and reappointment is permitted. The election of the Co-Chairs will be achieved by consensus of the membership.

1. Vision, Objectives, Scope and Deliverables

The Committee aims to;

- Ensure equality of opportunity, fair policies and working practices that comply with the University's equal opportunities policy.
- Work to set practices in place to improve the working environment for all, by fostering a culture of inclusiveness and actively working to eliminate all forms of discrimination within the School
- Through advice on local practice increase the diversity among the School demographic.
- Achieve greater awareness of equality and diversity issues within the School and beyond, and advise the Director on equality and diversity matters.
- Embed a culture of participation and inclusivity, where all staff and students feel valued.
- Develop a process whereby equity and diversity performance can be monitored over time.
- Regularly review practices in the School and staff data in order to inform an ever-evolving action plan for implementing positive change.

2. Roles and Responsibilities

- The role of the RSPE EDC is to raise awareness, and to advise on, initiate and facilitate changes to the culture, environment and working practices that further the above mentioned objectives.
- Activities and relevant information are communicated to all staff and students using a number of approaches including a dedicated website, as part of the induction process and through the school Newsletter.
- Members of the RSPE EDC are encouraged to also sit on Equity and Diversity committees at other levels within the University
- Cooperate with the SAGE program to foster improved gender equality in the School

3. Measures of Success

- A key measure of success will be the assessment of the level of equity and diversity that staff and students experience in the School. The Committee undertakes periodical reviews of both qualitative and quantitative data relating to equality and diversity and staff and student satisfaction in the School.
- Consistent with the School, College and University Plans, more specific equity and access goals will be adopted and the attainment or otherwise of these goals will be used as a measure of success.