

## **Terms of reference for the Equality and Diversity Panel**

### **Purpose:**

The Equality and Diversity Panel (EDP) provides a University forum for the sharing of views and best practice relating to EDI. It enables colleagues and students across the University – including University Administrative Services (UAS), Divisions, Departments and Gardens, Libraries and Museums (GLAM) - to contribute to the development and implementation of collegiate University initiatives on EDI.

### **Aims and Objectives:**

- a) To act as a forum for University staff and students to test ideas and disseminate best practice relating to EDI.
- b) To contribute to the development and implementation of strategic initiatives relating to EDI, including the collegiate University EDI strategic plan.
- c) To discuss and provide feedback on the ongoing EDI work of members, and anyone across the University who seeks advice relating to EDI on their projects.
- d) To receive, discuss and where relevant act on proposals, projects and initiatives referred to it by the Joint Committee for EDI, which seek to promote EDI within the University.
- e) To engage, where relevant, with the colleges' Equality and Diversity Forum to address any collegiate University EDI concerns raised.
- f) To refer matters, when appropriate, to the Joint Committee for EDI.
- g) To set up short-term task and finish groups to consider specific issues, as and when required.
- h) To report termly to the Joint Committee for EDI, and at other times as necessary.
- i) To contribute to the University's Annual Equality, Diversity and Inclusion Report.

### **Frequency of Meetings**

The EDP will meet once a term. It will schedule these meetings annually before the start of Michaelmas Term.

### **Membership**

Members of the committee shall serve for three years and shall serve no more than two consecutive full terms of office. Members of the committee will be reviewed on an annual basis.

Membership of the committee will comprise:

1. Chief Diversity Officer (chair)
2. Head (or Deputy Head) of Equality & Diversity Unit (secretary)
3. The Assessor
4. Proctors' Office representative
5. -8. Divisional E&D academic representative
9. -12. Divisional E&D professional services representative
13. GLAM representative
14. Department for Continuing Education representative
15. EDU representative
16. EDI Community of Practice representative
17. ICT representative
18. Estates representative
19. Research Services representative
20. Student Welfare and Support/Disability Advisory Services representative
21. Undergraduate admissions and outreach representative
22. Graduate admissions and outreach representative
23. College E&D Forum representative
24. Public Affairs Directorate representative
25. Development and Alumni Engagement representative
26. HR representative
27. Oxford SU representative
28. -30. Disability Advisory Group, LGBT+ Advisory Group and BME staff network representatives
31. Oxford Research Staff Society representative
- 32-4. Up to 3 co-opted members

The following may be invited to attend when discussions are relevant:

1. Academic/research representatives (non-EDI) from departments
2. PSS representatives (non-EDI) from departments

3. EDU officers
4. Student Ministry Forum representatives
5. SU Campaigns representatives
6. JCRs and MCRs representatives

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