UNIVERSITY COLLEGE DUBLIN

UMT Sub-Group – Equality, Diversity and Inclusion Group (EDIG)

Purpose and Function

The Equality, Diversity and Inclusion Group shall be responsible for leading equality of access and equality of opportunity in UCD, for leading on equality, diversity and inclusion related initiatives and for making recommendations to the University Management Team on all matters relating to Equality, Diversity and Inclusion.

Terms of Reference

- To oversee and provide guidance and direction for the achievement of equality and diversity objectives identified in the University Strategic Plan, to identify and help remove barriers, and make recommendations to UMT as appropriate;
- To oversee and promote the equality agenda in UCD, ensuring that equality is a key consideration in all planning and development undertaken at the University;
- To oversee the programme of work of the Athena Swan Steering Group;
- To oversee the programme of work of the Widening Participation Committee;
- To highlight and communicate developments in national and European equality policy to the University Management Team so that they may be incorporated, as appropriate, by the University;
- To make recommendations to the University Management Team for the enhancement of Equality, Diversity and Inclusion at the University and suggest action measures to prevent any gaps/oversights/deficits in the area of equality and diversity;
- To submit an annual report to UMT on the progress of the Group and an annual statement of risk relating to all areas within the Group's ambit. To facilitate the evaluation and validation of equality and diversity measures, policies and procedures put in place by the University;
- To define the role of Equality and Diversity Representatives in each of the Colleges;
- To review data in relation to the nine grounds on an annual basis. The nine grounds under the Equality Acts are Gender; Civil status; Family status; Sexual orientation; Religion; Age; Disability; Race and membership of the Traveller community;
- To ensure the promotion, communication, and mainstreaming of equality, diversity and inclusion throughout UCD and that appropriate and effective training is provided at governance, management, faculty, staff, and student levels;
- To advise the UMT on steps necessary to ensure that the University complies fully with all legislative requirements in relation to equality matters, with particular reference to the Universities Act 1997, the Employment Equality Acts 1998 - 2008, the Equal Status Acts 2000-2004, the Disability Act 2005 and any other relevant legislation;
- To consider and respond to issues referred to the Group by the UMT.

Composition

The following shall be members of EDI Group:

- Chair, Professor Colin Scott
- Equality and Diversity Representative from each of the Colleges HR representative
- Equality and Diversity Manager
- HR Representative
- IT Services representative
- LGBT Staff Network representative
- Access and Lifelong Learning representative
- Widening Participation Committee representative
- Athena SWAN Steering Group representative
- WITS representative
- Estates Services Representative
- Student Union Representative (X2)
- University Relations Representative
- Office of the Registrar Representative
- Library Representative
- International Office Representative
- Research Staff Association Representative
- Quality Office Representative
- Representative of Staff Member with Disabilities
- Director of Institutional Research

The Group may co-opt representatives from across the University as appropriate. The Group should aim to have gender representation of at least 40% either Gender and broad representation of all faculty/staff groups in UCD. The Group may establish, whether from within its own membership or otherwise, such sub-committees and advisory groups as it may think fit, to advise and report on any of the above matters.

Group Support
The EDIG will be supported by UCD HR.

Conduct of Business

- The Group shall meet at least four times a year;
- The meetings shall be convened by the Chair with a minimum of seven days' notice of a meeting;
- The members of the Group may not nominate others to attend meetings on their behalf.

Reporting Responsibility
The EDIG shall report to the UMT, with reports indicating items for decision by the UMT and items for communication to the UMT. Items for decision should be accompanied by the recommendation of the Group.