

Terms of reference for Equality and Diversity (E&D) Task Group

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To act as a strategic task force for driving forward improvements in equality and diversity across the college.

Reporting line:

To SMT and annually to the Corporation

Frequency of meetings

4 times a year

Membership:

Deputy Principal, Curriculum Services & HE

Assistant Principal, Curriculum Performance and Improvement

Vice Principal, Information Services

Either Vice Principal Curriculum Performance & Study Programmes or

Assistant Principal Curriculum and Study Skills

Director of Quality and Staff Performance

Director of Student Performance and Progression

Director of Human Resources

Director of Tutoring and Welfare

Director of Employer Engagement

Director of Learning Support and Inclusion

LRC Manager

Trade union representatives

Other members of staff may wish to attend, or be specifically invited to attend where relevant.

Links with other key task groups

- Senior managers are represented on the E&D task group and provide a link with SMT
- The Director of Quality and Staff Performance sits on both the E&D task group and Quality Resource Review Panel (QRR), providing a link with staff responsible for validating self assessment reports. This will help ensure equality and diversity is robustly evaluated within individual managers' SARs, and improvements are effectively included within individual department and college improvement plans.

Objectives of the Task Group

1. To ensure that equality and diversity is embedded and actively promoted within organisational activities such as workforce recruitment and development, employer engagement, marketing and admissions, student voice strategy, support for students and teaching and learning
2. To monitor impact of the college Action Plan
3. To ensure publication of an annual report summarising progress against achievement or otherwise of equality priorities, objectives and E & D targets to ensure narrowing the gap (EDIMs)
4. To discuss the key outcomes from Equality Analysis
5. To monitor annual evaluation of ALS and impact of investment to student retention and achievement
6. To ensure that equality and diversity is embedded within the college self assessment report
7. To monitor the effectiveness of policies, procedures and practice to tackle discrimination and harassment. Create an annual report.