**Terms of Reference for**

Paper 3

**Equality, Diversity and Inclusion Advisory Group**

**Purpose**

Nottingham Trent University is committed to sustaining highly effective learning and working environments characterised by fairness, inclusivity and equality of opportunity.

The Equality, Diversity and Inclusion Advisory Group (the ‘Group’) exists to advise and provide organisational insight into the work of the University’s Equality, Diversity and Inclusion function. It creates an opportunity for the Equality, Diversity and Inclusion team to update relevant members of the University on progress of equality, diversity and inclusion objectives and other initiatives and provides a forum for contributions and debate to inform future activities and direction.

The Group is part of the University’s reporting chain for matters relating to equality, diversity and inclusion. The Group reports to the Vice-Chancellor and to the University Executive Team via the Vice-Chancellor.

**Composition**

The Group is chaired by the Vice Chancellor and comprises:

* Director of Organisational Development and Business Improvement (Vice-Chair)
* Head of Equality, Diversity and Inclusion.

Professional Services

* Head of HR Operations
* Director of Estates and Resources/Head of Estates Service
* Head of Student Support Services
* Head of Schools Colleges and Community Outreach
* Strategic Data and Intelligence Manager

Academic areas

* Pro-Vice Chancellor (Academic)
* Director of Academic Development
* Dean (to be selected annually)
* Associate Dean (to be selected annually)

Student Union representation

* President

**Operation**

The Equality, Diversity and Inclusion Team will support the Group through organisation and administration of the meetings and attendant paperwork.

The Group will receive progress reports from the E & D Team on the delivery and impact of the Equality Scheme as well as on any other relevant developments.

It will provide input to the Equality and Diversity Strategy and Strategic Plan;

Equality Scheme and monitoring processes; training provision; and

consultation mechanisms.

**Frequency & Duration**

Subject to the University’s needs, it will usually meet three times per academic year in November, March and July. Meetings will not normally last longer than 2 hours.