



## DEPARTMENT OF BIOLOGY

### TERMS OF REFERENCE EQUALITY AND DIVERSITY GROUP (BioEDG) COMMITTEE MEETING

#### Remit

1. To conduct work to support potentially disadvantaged groups within the Department of Biology by raising awareness, celebrating success and working to combat prejudice. Potentially disadvantaged groups include, but are not limited to, those Protected Characteristics proscribed by law (Age, Disability, Gender reassignment, Marriage and civil partnership, Pregnancy and maternity, Race, Religion and belief, Sex, Sexual orientation).
2. To work to generate an inclusive culture within the Department of Biology, that is supportive of all people, regardless of potential disadvantages those people may have.
3. To engage with external initiatives and agencies that seek to promote equity, diversity and inclusiveness, and promote positive working practices.
4. To seek recognition for our work in promoting equity, diversity and inclusiveness through engagement with external agencies (such as AthenaSWAN).
5. To work with other academic Departments and central University support to share and promote best practice throughout the institution.
6. To ensure that appropriate data is collected to allow evidence-informed decisions to be made about policies and processes that promote equity, diversity and inclusiveness.
7. To delegate activities to interest groups representing potentially disadvantaged groups of staff & students (e.g. Disabilities, LGBTQ+, BAME).

#### Reporting structure

Reports to DMT & to Staff Meetings

#### Frequency of meetings

Termly

#### Administrator

Victoria Ott, DMT Hub

#### Membership

##### Ex officio

Chair: Deputy HoD (Teaching and Staff)  
Director for Students  
Chair of Biology Board of Studies  
Director of Postgraduate Research  
Disability Officer (for students)  
Student Engagement Manager  
Employability Manager  
DMT Hub Administration Manager

##### Appointed

Biology Research Committee nominee  
Disability Liaison for Academic Staff  
Technical Representative  
Academic Lead for AthenaSWAN  
Staff BAME rep  
Postdoctoral researcher rep  
University Human Resources rep  
Chemistry Department rep  
University Athena SWAN Steering Group rep

##### Student representatives:

Representing BAME, LGBTQ+, disabilities  
Representing Undergraduate year groups, and  
PGR students