

EQUALTY AND DIVERSITY COMMITTEE

TERMS OF REFERENCE 2013-14

The Cardiff University School of Physics and Astronomy Equality and Diversity Committee shall consider all matters relating to equality and diversity within the School and shall make recommendations thereon to the Head of School or the School Board or other School or University committees or University officers as appropriate.

Without prejudice to the generality of the foregoing, the Equality and Diversity Committee shall :-

1. Develop, or recommend the development of, proactive policies and means for their implementation, where appropriate in conjunction with the University centrally (such as HUMRS, GOVERN and the University Equality and Diversity Committee), to ensure that all Cardiff University School of Physics and Astronomy activities achieve the highest standards in the provision of equality and diversity and that the School achieves appropriate levels of diversity awareness amongst staff and students.
2. Champion equality and diversity issues within the School and provide guidance to the Head of School on the implementation of the School's Equality and Diversity Strategy.
3. Oversee the implementation of the School's Equality and Diversity Action Plan and annually review progress against the Action Plan.
4. Monitor the fairness and robustness of School policies, processes or procedures for dealing with any alleged breaches of equality and diversity provision applying to any member of staff, student, applicant or visitor to the School, reporting thereon to the Head of the School or School Board.
5. Monitor School progress against University Equality and Diversity targets.
6. Review Equality Impact Assessment Reports conducted on PHYSX policies.
7. Produce an annual report on Equality and Diversity for the Head of School. In conducting its work, the Equality and Diversity Committee will integrate consideration of equality and diversity issues into each item of business, with a view to valuing and promoting equality and diversity and eliminating discrimination. In addition, the Equality and Diversity Committee shall make decisions on any matters relating to Equality and Diversity delegated to it by the School or the School Board.