School of Biochemistry Equality, Diversity and Inclusion Committee – Terms of Reference

1. Represent the School’s commitment to equality in the career development, progression and retention of all staff, including academic (both teaching & research), technical and professional services.

2. Guide the School in matters of Equality, Diversity and Inclusivity for Undergraduate and Postgraduate students, including raising awareness of parenting schemes run by the School, LGBT+ Society, etc.

3. Promote a culture within the School that values Equality, Diversity and Inclusivity.

4. Collect and analyse staff and student data to identify areas of concern and agree and implement actions to address these concerns.

5. Undertake the writing and submission of the Athena SWAN application for the School, whilst sharing and extending good practice as appropriate.

6. Report to the Faculty Equality, Diversity and Inclusion Group, recommending good practices, equality-related policies and actions to be adopted and implemented.

7. The committee will support widening participation and public engagement, e.g. to encourage applications to degree programmes and job openings from a broad spectrum of society.

8. The committee will guide the School to support individuals with carer roles outside of work, on a case-by-case basis.

Updated 3rd September 2018
School of Biochemistry Equality, Diversity and Inclusion Committee – Governance Structure

1. The committee will consist of representatives from academic (both teaching & research), technical and professional staff and postgraduate students. Opinions from undergraduate students will be sought via the Staff – Student Liaison Committee.

   The committee currently consists of the following members:

   Professor Kate Nobes (HoS and co-Chair), Professor Kelly Moule, Professor Harry Mellor, Professor Paul Martin, Dr Marc van der Kamp, Dr Anna Chambers, Dr Caroline McKinnon (ED&I lead and co-Chair), Dr Paul Curnow, Dr Chris Danson (Research staff representative), Mr Bill Wrigley (Technical staff representative), Miss Hannah Crocker (Postgraduate student representative), Mrs Jane Fitzwalter (School Manager and Admin staff representative), Miss Emma Lewis (minutes).

2. The committee will meet every 3 months (minimum).

3. The committee will publish minutes of meetings on the School intranet / sharepoint and also maintain effective outward facing communication with an up to date website with matters of interest / importance with regard to Equality, Diversity and Inclusivity.

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