

Equal Opportunity and Affirmative Action Committee - Membership and Terms of Reference

Section 1 - Membership

(1) The membership of Charles Sturt University's (the University's) Equal Opportunity and Affirmative Action Committee shall comprise:

- a. Vice-Chancellor (or nominee) (Presiding Officer);
- b. Deputy Vice-Chancellor (Academic) (or nominee);
- c. Deputy Vice-Chancellor (Administration) (or nominee);
- d. Executive Director, Human Resources (or nominee);
- e. one Head of School nominated by the Heads of School;
- f. one representative of the academic staff;
- g. one representative of the general staff;
- h. one member of the the the University's Women's Forum;
- i. one employee from the equal opportunity group "Indigenous Australians";
- j. one employee from the equal opportunity group "people of cultural and linguistically diverse backgrounds";
- k. one employee from the equal opportunity group "people with a disability";
- l. Manager, Equal Opportunity; and
- m. Indigenous Employment Coordinator.

Section 2 - Organisation

(2) As a minimum requirement, at least one-third of the Committee's membership is to be female. The Presiding Officer shall be empowered to negotiate with nominators to ensure this level of female representation.

(3) Members shall hold office until 30 June 2005 and shall serve for terms of two years thereafter.

(4) The Manager, Equal Opportunity shall be Executive Officer to the Committee.

Section 3 - Terms of Reference

(5) The duties of the Equal Opportunity/Affirmative Action Committee shall be to recommend to the Vice-Chancellor on:

- a. policy initiatives in the area of equal opportunity and affirmative action;
- b. the development and implementation of equal employment opportunity/affirmative action initiatives and programs within the the University;
- c. the implications of the University policies and procedures for the the University's equal opportunity and affirmative action programs; and

- d. equal opportunity related matters referred by the Vice-Chancellor, Presiding Officer, members of the Senior Executive Group and the Manager, Equal Opportunity.

(6) In addition, the Committee shall:

- a. provide advice and assistance on the development and implementation of the the University's equal employment opportunity and affirmative action plans;
- b. monitor and review the implementation of equal employment opportunity/affirmative action initiatives and programs within the the University;
- c. consult with and advise appropriate committees and officers of the the University on equal opportunity related matters;
- d. provide a forum for discussion of equal opportunity issues within the the University; and
- e. assist in the promotion of equal opportunity and affirmative action within the the University.

(7) The Committee shall have the power to appoint specialist advisory committees to assist in relation to particular equal employment opportunity/affirmative action issues.

Status and Details

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Unit Head	Adam Browne Executive Director, Human Resources +61 2 69332017
Author	Sarah McCormick Manager, Equity and Diversity
Enquiries Contact	Division of Human Resources +61 2 63384884