

# Equity and Diversity Committee - Membership and Terms of Reference

## Section 1 - Membership

(1) The compositions will include:

- a. Ex-officio members:
  - i. Provost and Deputy Vice-Chancellor (Academic);
  - ii. Deputy Vice-Chancellor (Students);
  - iii. Executive Director, Human Resources;
  - iv. Pro Vice-Chancellor (Indigenous Education);
  - v. Chair of Senior Womans Forum;
  - vi. Chair of Head of School Forum;
  - vii. Dean of Students; and
  - viii. Manager, Diversity and Equity.
- b. Nominated members:
  - i. one Executive Dean nominated by the Provost and Deputy Vice-Chancellor (Academic);
  - ii. one Executive Director nominated by the Deputy Vice-Chancellor (Students);
- c. Audience and debate:
  - i. Director, Workplace Relations and Policy;
  - ii. Indigenous Employment Coordinator.

## Section 2 - Organisation

- (2) As a minimum requirement, at least one-third of the Committee's membership is to be female.
- (3) The Presiding Officer shall have the power to coopt or appoint additional members to the committee or grant powers of audience and debate.
- (4) Executive support for the Committee will be provided by the Office of Governance and Corporate Affairs.

## Section 3 - Terms of Reference

- (5) The Equity and Diversity Committee is a committee of the Vice-Chancellor and was endorsed by the Vice-Chancellor's Leadership Team on 25 March 2014.
- (6) The duties of the Equity and Diversity Committee shall be to recommend to the Vice-Chancellor on:
- a. organisational priorities in relation to equity and diversity;
  - b. compliance with relevant legislative and reporting requirements, including state and federal anti-discrimination

legislation and the [Workplace Gender Equality Act 2012 \(Cth\)](#);

i. Protected characteristics under legislation include:

- Age;
- Disability;
- Sex;
- Pregnancy and breastfeeding;
- Family or carer responsibilities;
- Marital, relationship and domestic status;
- Sexual and gender diversity;
- Race, colour, nationality, descent, national or ethno religious origin; and
- Religious or political affiliation, views or beliefs.

ii. Employment equity programs under legislation target

- Women;
- Aboriginal and Torres Strait Islander people;
- People with disability; and
- People from culturally and linguistically diverse backgrounds.

c. policy initiatives that support equity and diversity;

d. the development and setting of equity and diversity goals, strategies and targets linked to the strategic, operational and Faculty/Divisional planning process;

e. evaluating progress towards achieving equity and diversity goals, strategies targets and evidencing best practice; and

f. equity and diversity related matters referred to the Committee.

(7) In addition, the Committee shall:

- a. identify any impediments to progressing equity and diversity and consider strategies for overcoming them;
- b. advise on the development and implementation of the University's equity plans;
- c. evaluate the effectiveness of strategies introduced to promote equity and diversity and receive reports from divisions and faculties on strategy implementation and operational issues of equity;
- d. review and audit progress and achievements in relation to equity and diversity in Faculty/Divisional operational planning;
- e. consult with and advise appropriate committees and officers of the University on equity and diversity matters;
- f. provide a forum for discussion of equity and diversity issues within the University; and
- g. contribute to the communication and reinforcement of shared values around equity and diversity to support a culture of inclusiveness within the University.

(8) The Committee shall have the power to appoint specialist advisory committees to assist in relation to particular equity and diversity issues.

## Status and Details

<b>Status</b>	Current
<b>Effective Date</b>	3rd February 2015
<b>Review Date</b>	31st March 2018
<b>Approval Authority</b>	Vice-Chancellor
<b>Approval Date</b>	21st January 2015
<b>Expiry Date</b>	Not Applicable
<b>Unit Head</b>	John Germov Provost and Deputy Vice-Chancellor (Academic) +61 2 6338 4594
<b>Author</b>	Clare Jonker Executive Officer +61 2 63386110
<b>Enquiries Contact</b>	Office of the Deputy Vice-Chancellor (Academic) +61 2 63384594