



**TERMS OF REFERENCE:**  
**Equality, Diversity, and Inclusion Committee of Údarás na hOllscoile**  
**National University of Ireland, Galway**

**Strategic Context**

The University Equality, Diversity, and Inclusion Committee, one of the five committees of Údarás na hOllscoile, is established on the basis of a recommendation from the Task Force on Gender Equality and in light of the Public Sector Duty (Section 42 of the Irish Human Rights and Equality Commission Act 214). The role of the Equality, Diversity and Inclusion Committee is to ensure an appropriate governance structure to guarantee clear, consistent leadership and accountability for equality, diversity and inclusion across the University.

This committee will ensure accountability for delivering on the University's strategic aim of being a university that provides a fair, supportive and encouraging working environment with which students and staff engage responsibly: "working together as a confident team, valuing excellence, partnership, commitment, professional development and leadership. A key priority over the coming years will be to advance an agenda of achieving gender equality in NUI Galway" (Vision 2020 – strategic plan 2015-2020, p. 38).

The Committee will oversee the development of the strategic framework for equality, diversity and inclusion in service provision and in employment across the University.

**Function**

To ensure that the University promotes equality of opportunity and respect for diversity in all aspects of the University's business. Specifically to aim to eliminate discrimination, advance equal opportunities and foster good relations by tackling prejudice and promoting understanding, thereby ensuring the University avoids the potential for discrimination on grounds of the protected equality strands.

To advise Údarás na hOllscoile on the implementation of all aspects of the University's Equality, Diversity and Inclusion Strategy and Equal Opportunities Policy.



## Terms of Reference

1. To provide regular reports and assurance to Údarás na hOllscoile that the University is compliant with relevant legislation and progressively addressing and keeping abreast of relevant equality, diversity and inclusion matters. In particular this will involve reporting on progress in implementing the recommendations of the NUI Galway Gender Equality Task Force and the recommendations from the HEA National Review of Gender Equality in Irish Higher Education Institutions.
2. To monitor progress in delivery of the University's Gender Equality Action Plan, inclusive of the recommendations from the HEA National Review of Gender Equality in Irish Higher Education Institutions.
3. To examine and recommend for approval to Údarás na hOllscoile appropriate equality, diversity and inclusion policies and guidance and to monitor the implementation of such policies, including equality impact assessments.
4. To advise Údarás na hOllscoile on progress of the Equality, Diversity and Inclusion Objectives as outlined in the strategic plan and equality action plan/s.
5. To raise awareness of the importance of Equality Impact Assessments of University policies, procedures and practices with due regard to the protected characteristics under the Employment Equality Acts 1998-2015.
6. To support events and activities to raise the profile of Equality, Diversity and Inclusion in the University.
7. To monitor, review and determine the impact of changes in equality legislation for the University, to ensure legislative compliance.
8. To provide advice to Údarás na hOllscoile on the interpretation of the Equal Opportunities Policy, Disability Policy and Public Sector Duty and other relevant policies that are developed from time to time.
9. To recognise, communicate and promote examples of good 'equality of opportunity' practice from both internal and external sources, including bodies such as the Irish Human Rights and Equality Commission and the Equality Challenge Unit.
10. To receive regular reports from the EDICC on equality, diversity and inclusion matters.
11. To review Terms of Reference and membership of the Equality, Diversity, and Inclusion Campus Committee annually.
12. To be empowered to request specific data reports from units and schools as appropriate to track and report on equality, diversity and inclusion objectives.



## Proposed Reporting and Membership

Reporting to:	Údarás na hOllscoile	
	Job Title / Representative	Title and Name
<b>Chair</b>	External Member of Údarás	Ms Sinead Ní Fhatharta
<b>Secretary</b>	OVPED	Ms Tonya Watts
<b>Members</b>	Students' Union President	Ms Clare Austick
	Vice President for Equality and Diversity	Prof Anne Scott
	External member of Údarás	Mr Conor Fottrell
	External member of Údarás	Ms Madeline Taylor Quinn
	External member of Údarás	Mr John Glynn
	Internal Member of Údarás	Dr Anne O'Connor
	Internal Member of Údarás	Dr Anthony Grehan
	Internal Member of Údarás	Ms Ursula Connolly
	Internal Member of Údarás	Prof Terry Smith
Internal Member of Údarás	Dr Eric Mortimer	

The Committee will be empowered to invite guest speakers with specialist knowledge to make presentations on specific topics, and to assist the EDI Committee as necessary.

Members have equal voting rights, when relevant, but the Chair has the casting vote.

### Quorum

To ensure that the Committee is quorate, meetings will only proceed if the Chair (or Vice-Chair) and three (3) other members of the committee are in attendance.

### Frequency

There will be a minimum of three meetings per year, scheduled at the beginning of the academic year. Additional or extraordinary meetings will be convened as may be deemed necessary at the discretion of the Chair.

The Secretary will issue a call for agenda items. Items to be placed on the agenda must be received by the Secretary ten working days prior to the meeting.