

**Equity and Diversity Committee
Membership and Terms of Reference
(July 2016)**

Function

The Equity Committee is a committee of the University. The Committee provides a forum for developing high level advice to the Vice-Chancellor on all matters of significance related to equity issues, including Indigenous Australian issues, that impact on service provision, outcomes and the reputation of the University.

Terms of Reference

The Equity Committee:

1. Provides a senior forum for the identification and consideration of equity issues, intended to enhance equity and reduce any inequitable and discriminatory practices that may exist within the University.
2. Advises on equity aspects warranting attention in University strategic, functional and operational plans and develops broad position statements to assist in this regard.
3. Advises on the equity implications of University policies and practices and on institutional responses to policy initiatives by Government and other external agencies.
4. Provides an annual consolidated equity report to the Vice-Chancellor, which includes agreed performance requirements.
5. Addresses other equity matters as directed by the Vice-Chancellor.

Membership

- Pro-Vice-Chancellor (Equity and Indigenous) (Chair)
- Director, Planning, Quality and Equity Services Centre
- Chair, Academic Board or nominee
- Chair, Disability Access & Inclusion Sub-Committee
- Head of Kurungkurl Katitjin, Centre For Indigenous Australian Education and Research
- Director, Student Services Centre
- Director, Marketing and Communications Services Centre
- Director, Human Resources Services Centre
- Chief Librarian
- One further member of the academic staff*
- One further member of the general staff*
- Student Representative
- Chair, Indigenous Consultative Committee or nominee
- One representative nominated by Curriculum Teaching and Learning Committee
- One representative nominated by Research and Higher Degrees Committee
- Invited Guest**

*One further member of academic and one further member of general staff as nominated by the Pro-Vice-Chancellor (Equity and Indigenous) and approved by the Vice-Chancellor, who have relevant interest or experience.

** The Chief Information Officer and the Director, Facilities and Services will be invited to meetings which contain matters of relevance to their respective areas. Both colleagues will continue to receive minutes of meetings and may offer comments on matters where relevant.

A nominee of the Director, Planning, Quality and Equity Services Centre will provide administrative support for the Committee.

Tenure and Attendance

- Persons appointed to the positions of 'One further member of the academic staff' and 'One further member of the general staff' are appointed for a two year term.
- All members who are unable to attend a meeting must notify the Chair of their absence and nominate an appropriate senior staff member to attend the meeting as their proxy.

Co-opted membership

The Committee may co-opt persons for a specific project or task or to enhance equity balance. Co-opted members will not have voting rights.

Quorum

A quorum is half of all current members, not including co-opted members.

Frequency of meetings

The Equity Committee will normally meet at least four times in an academic year.