

Terms of reference for the Gender Equality Advisory Group

1. In view of the importance to the University of work on gender equality, the Gender Equality Advisory Group (GEAG) will be chaired by the Pro-Vice-Chancellor for Diversity and will be formally constituted.
2. The GEAG will advise the Equality and Diversity Panel and the Equality and Diversity Unit (EDU) on all areas of gender equality work in respect of students and staff. The Advisory Group will provide biannual reports to the Panel and may also advise other relevant committees (including Education and Personnel Committee) directly.
3. The Advisory Group will link closely with Divisional Boards and/or other relevant divisional bodies and liaise with relevant college bodies to build strong two-way relationships. It will consider recommendations from such bodies and report back to them.
4. The Advisory Group will maintain an oversight of and coordinate activity on gender equality across the collegiate University. In particular it will:
 - Advise the Panel and other relevant committees on priorities for action at institutional level, and on any targets to be associated with these objectives;
 - Advise the Panel and other relevant committees on any positive action initiatives needed to address the underrepresentation of women or men;
 - Establish working groups to look at specific issues, as necessary;
 - Identify emerging issues that are likely to require attention in the future.
5. In relation to Athena SWAN, the Group will:
 - Oversee the quadrennial submission of the University's renewal of its institutional award;
 - Monitor progress in achieving the actions identified in the institutional submission;
 - Work with Divisions to identify issues emerging from department Athena SWAN applications that would best be progressed centrally, and advise the Panel and other committees¹ on targeted initiatives to support the recruitment, retention and progression of staff and students, taking account of any disciplinary differences;
 - Support the EDU to identify and manage risks associated with the implementation of institutional and department action plans and the retention of awards.

¹ It is noted that matters such as gender differences in students' attainment are addressed by the Education Committee and its sub-committees with which the Group may liaise as appropriate.