University Race Equity Forum

Terms of Reference

At the beginning of the academic year 2019/20, a cross-university forum was set up for those responsible for activity to eradicate the BME degree awarding gap across the institution. One of the key aims of the group is to operationalise the [Race Equity Corporate 5 year Action Plan (](https://blogs.shu.ac.uk/narrowingthegaps/race-equity-corporate-action-plan-recap/)RECAP) and ensure that discussion leads to action. Each College also has a forum to co-ordinate activity at department level, which will feed into this wider group. The group meets monthly to share development activities as well as updating members on progress.

# Accountability

1. All members responsible for dissemination decisions and discussion made at the group, through relevant forums within Colleges and directorates.
2. All members have responsibility to bring relevant intelligence from within and outside University.
3. Collective accountability is held for relevant elements of the Race Equity action plan.

# Responsibilities

The purpose of the forum is to:

1. Identify and prioritise mandatory University wide interventions/activity.
2. Identify and share examples of good practice from within the University and across the sector.
3. Oversee the implementation of key elements of the corporate race equity action plan.
4. Ensure robust evaluation of new interventions/activities takes place to inform decisions about scaling up across the University.
5. Scale up the implementation of good practice interventions across the University.
6. Build and develop capacity among the staff and student community around racial literacy and cultural competence.
7. Develop sensitive performance indicators to monitor the University's progress in the degree awarding gap.
8. Act as champions individually and collectively in raising awareness of the degree awarding gap and promoting examples of good practice.

# Group membership

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| **Name & Job Title** | **Role** |
| **John Pymm**  Director of Academic Development & Diversity (ADD) | Co-chair |
| **Claire Walsh**  Head of Academic Development & Inclusivity (ADD) | Co-chair |
| **Rebecca Malone**  Planning and Operations Manager (ADD) | Secretary |
| **Emma Heron**  Head of Teaching & Learning Enhancement (SSA) | SSA Forum Lead – BAME Degree Awarding Gap |
| **Vacant**  Head of Teaching & Learning Enhancement HW&LS) | HW&LS Forum Lead – BAME Degree Awarding Gap |
| **Lucian Tipi**  Head of Teaching & Learning Enhancement (BT&E) | BT&E Forum Lead – BAME Degree Awarding Gap |
| **Alison Purvis**  Associate Dean Teaching & Learning (Health, Wellbeing and Lifesciences) | Member |
| **Rebecca Hodgson**  Associate Dean Teaching & Learning (Social Sciences and the Arts) | Member |
| **Vicky Meadows**  HROD Manager | Member |
| **Jayne Taylor**  Head of Student Recruitment & Widening Participation | Member |
| **Claire Gandy**  Director of Student Support Services | Member |
| **Krassie Teneva**  Head of International Experience | Member |
| **Helena Roulston**  Multi-faith Chaplain | Member |
| **Doug Cleaver**  Director of Doctoral School | Member |
| **James Berry**  Head of Data Visualisation | Member |
| **Melissa Jacobi**  Academic Director (Academic Advising) | Member |
| **Alan Donnelly**  Researcher – SETL | Member |
| **Praise Ishola**  President - Hallam SU | Member |
| **Jane Anslow**  Director of Policy and Involvement – Hallam SU | Member |
| **Becky Deinde**  BME Representative – Hallam SU | Member |
| **Sabahat Pathan**  International Officer – Hallam SU | Member |

# Meeting arrangements

1. The **University Race Equity Forum** will be in operation indefinitely. The group will every six weeks but reviewed regularly
2. The format will be a combination of intelligence sharing, reviewing progress and developmental workshops
3. Non-members will be invited to bring alternative insights and expertise when required

# Sub groups

Task-and-finish groups may be established as and when required.

# Review

The group will reflect on the effectiveness of each meeting and undertake and an annual review of impact.