

**UCL EGA Institute for Women’s Health**  
**Equality, Diversity & Inclusion Team (formally the Athena Swan Self-Assessment Team)**  
**Terms of Reference**

**Purpose:**

The Institute for Women’s Health (IfWH) Equality, Diversity and Inclusion Team (EDIT) was established to promote and advance good practice across the Institute to benefit all staff and students in all areas – gender, race, sexual orientation, disability, age, religion and belief. The EDIT has a particular focus on gender equality according to Athena SWAN Charter and principles.

The EDIT will oversee implementation of current Institute Athena SWAN Action Plan and work towards the next Athena SWAN submission.

The EDIT will additionally champion equality and diversity principles and Athena SWAN principles within UCL and the UK by raising awareness and acting as a beacon of good practice, and sharing information and this good practice amongst other UCL Institutes and beyond.

**Remit:**

The IfWH EDIT will:

1. Drive implementation of Equality, Diversity and Inclusion principles, including Athena SWAN Charter, in the Institute.
2. Take responsibility for implementation of the current Athena Swan action plan including monitoring of progress;
3. Coordinate the collection and analysis of qualitative and quantitative data, including an Institute wide staff survey, to identify key findings, gaps and areas that will require further research and feed into action planning;
4. Identify and recommend suitable priorities and actions to extend Equality, Diversity and Inclusion and Athena SWAN principles, to the Senior Staff Meeting;
5. Raise awareness of diversity and equality issues in the Institute and provide advice;
6. Provide consultation on UCL’s plans, strategies, policies and guidance that relate to equality, diversity & inclusion; provide recommendations on their implementation; and share good practice on equality and diversity developed in the Institute across the wider UCL and UK.

**Reporting to:**

The IfWH EDIT reports into the Senior Staff Meeting.

**Meetings:**

Meetings will be monthly, held in core hours, and last for no longer than 1 hour.

**Membership:**

Members are confirmed annually, and will ideally serve for no longer than 3 years. The IfWH EDIT will contain members from all levels (students, postdocs, group leaders, PSS) and will aim to be gender balanced and contain experience that relates to equality and diversity and Athena SWAN, principles.

<b>Co-leads</b>	Suzy Buckley, Judith Stephenson
<b>Group Leader reps</b>	Pascale Guillot, Jackie Nicholls, John Timms, Alexei Zaikin
<b>Postdoc reps</b>	Bola Grace, Jennifer Hall, Dan Reisel, Rajvinder Karda
<b>Postgraduate research reps</b>	Rachel Sagar, Claudia Sisa
<b>Research Assistant Rep</b>	Sergio Silverio
<b>Professional services Rep</b>	Christina Ahlfors, Marcia Jacks, Tindie Kalsi,

**Definitions:**

UCL defines '**equality**' as the absence of unjust social hierarchies, such as those based on age, disability, ethnicity, gender, sexual orientation and religion, and '**diversity**' as the presence of different cultural traditions and identities.

**Equality** is about developing a fairer society where everyone can participate and has the same opportunity to fulfil their potential. The Equality Act 2010 is designed to address unfair discrimination, harassment and victimization; advance equality of opportunity between people who share a protected characteristic and those who do not. There are 9 protected characteristics: age, disability, gender reassignment, marriage and civil partnership, pregnancy and maternity, race, religion and belief, sex, sexual orientation.

**Diversity** acknowledges and values the full range of differences between people both in the workplace and in wider society. Diversity acknowledges that both entry into the workplace and an individual realising their potential once there can be influenced by a range of factors beyond the characteristics included within equality legislation, including social, economic and educational background, professional background, hierarchical level, working style, nationality etc.

**Inclusion** refers to an individual's experience within the workplace and wider society and the extent to which they feel valued and included.