

## **Race Equality Charter Self-Assessment Team. Terms of Reference (ToR).**

### **1) Mission statement**

1.1: The Race Equality Charter (REC) Self -Assessment Team (SAT) aims to improve the experience, representation, progression and success of racially minoritised staff and students at University of Sussex by creating an institution-wide approach to systemic and structural race equality work.

### **2) Purpose**

- To evaluate and affect institutional policies, procedures, activities, and practices to maintain focus on institutional change.
- To develop inclusion initiatives that are in the interests of racially minoritised staff and students. To carefully consider whether these initiatives risk maintaining existing power asymmetries (such as those which take a deficit approach).
- To uphold the REC Guiding principles: [The Updated Race Equality Charter | Advance HE \(advance-he.ac.uk\)](#)
- To oversee implementation of the action plan, including reviewing data and insight.
- To influence change and gain buy in by communicating updates.
- To take a systematic approach to identifying problems relating to race equity and explore solutions where this is appropriate and relevant to the role of the SAT.
- To evaluate the effectiveness of actions undertaken on an ongoing basis, to ensure actions are delivering impact against objectives, and evolving the action plan in response to evaluation.
- To be ambassadors and champion of race equality
- To support the SAT chair and vice-chair to periodically review membership and recruitment, whilst considering a fair allocation of actions and resources.

### **3) Membership**

3.1: The ideal composition of the SAT will include cross representation of roles and function and lived experience. Periodic reviews of membership will consider which roles would be essential for the current phase of the work, as well as seeking sufficient representation in the following areas:

- Race Equality Expertise

- Diverse representation: consider representation from different protected groups.
- Cross section of functions: Academic, Faculty Reps, Professional and support staff, data analysts (consider roles and grades)
- Senior Leaders
- Staff networks and Students representation, including the voices of racially minoritised staff and students.
- Charter Experience

3.2: SAT members are asked to commit to a minimum period of membership of 12 months, for a term of three years, renewable.

3.3: Recruitment into the SAT will be overseen by the REC SAT Chair and vice-chair in conjunction with the AD CEI and the EDI Consultant lead.

3.4: SAT membership and the ToR will be reviewed periodically. The SAT chair will lead discussions about SAT composition in relation to the current climate considering any progress or culture changes that have occurred due to the implementation of actions. This will provide an opportunity for the SAT to reflect on the relevance of its work, and sense check the direction of REC Action plan.

#### **4) Working Methods**

4.1: The SAT will meet termly, with the option to meet more frequently if needed. Meetings may be online, in-person or hybrid if facilities permit.

4.2: Meetings will be organised by the secretariate of the SAT. This will include sending meeting invites to attendees and circulating relevant papers.

4.3: Topics for the agenda will be generated by the EDI Consultant in consultation with the REC SAT Chair, vice-chair and AD CEI. Non-members may be invited to group meetings as deemed necessary. For example, key stakeholders may be invited to discuss their current workstream in a priority area.

4.4: The group will explore the structural and systemic processes that produce racial inequalities in the institution by:

- Recognising the role that privilege plays in oppressing some while benefitting others.
- Listening to and upholding the voices of racially minoritised Staff and Students at Sussex.
- Identifying areas of good practice and sharing the learning.
- Identifying barriers to progress and exploring actions to address.
- Engaging with key external stakeholders and groups, staying abreast of relevant research, campaigns and initiatives that will support race equity work at Sussex.

#### **5) Governance**

5.1: The REC SAT reports to the EDI Committee. The EDI committee retains the executive authority for this work.