

Staff with Disabilities Network

Terms of Reference

Aims

- To provide an opportunity for members of staff with any type of disability, physical or mental health issues, or long-term illness, to meet to discuss work and disability related issues.
- To provide feedback to the University, via the Equality, Diversity & Inclusion Committee, which reports to UEG, to promote a positive and inclusive working environment for staff with disabilities.

Membership

Co-chair	Dr Nigel Marley	Technology & Information Services
Co-chair	Jason Harper	Library and Digital Support
Secretary	Jess Darling	Equality, Diversity & Inclusion

- The committee members will be elected at the Staff with Disabilities Network AGM, held either January/February or April each year.
- Nominations for each of these posts should be made before the AGM and should be seconded by another member of the network.
- Elected members should not hold a specific committee role for more than three full terms of office, to encourage other members to take on the role.
- Election of these posts will be by secret ballot, unless an open ballot (show of hands) is anonymously adopted at the start of the AGM.
- *Election to any committee posts will be deemed as the candidate with highest number of member votes submitted to the AGM.
- *Any committee post could be done as a share between no more than two members.
- Either of the Co-chairs, or another nominate member of the group, may attend meetings on behalf of the network, and will be responsible for representing the views of Staff with Disabilities Network. They will also be responsible for reporting back to the next network meeting on that representation.

* **Proposed amendments to ToR 2020/2021**

Meetings

- Meetings will be held at least four times per year, but this a minimum number of meeting.
- Meetings will be organised and chaired by one of the Co-chairs.
- Meetings can be scheduled during the core working hours, as the University recognises the positive contributions made to the University by Staff with Disabilities, and wants to facilitate their feedback.
- The aforementioned feedback does not replace the University's legal responsibilities to consult with the recognised unions.

Aims and Objectives

1. To promote greater understanding amongst academic and professional services staff, of the benefits of having a diversity workforce, with a range of different abilities.
2. To develop and implement appropriate support measures for members of staff, with protected characteristics when travelling for work purposes.
7. All meetings are confidential in order to promote the open and unbiased discussions.

8. Assisting with the review existing policy, practice and process to ensure it is reflective of the University's diverse staff populations.

Scope of Remit

- All functions, practices and operations of the University of Plymouth, its subsidiaries companies and the University of Plymouth Students Union.

Reporting/Accountability

- The Co-chairs report to the Staff with Disabilities Network.
- They are also responsible for representing the views of Staff with Disabilities Network to the University's Equalities, Diversity and Inclusion Committee, which reports to University Executive Group (UEG).