

Terms of Reference – Equity, Diversity and Inclusion Committee

Purpose

The Equity, Diversity and Inclusion (EDI) Committee provides strategic oversight and guidance to advance equity, diversity and inclusion across the Chartered Association of Business Schools and its members. It supports the identification and reduction of systemic barriers, advises on EDI policies and initiatives, and promotes inclusive practices and continuous improvement across business and management education.

Responsibilities

1. Provide strategic advice and guidance on equity, diversity and inclusion (EDI) to the Association and its member institutions.
2. Support the development, implementation and review of EDI policies, frameworks and initiatives.
3. Identify systemic barriers which are underpinned by research and/or scholarship and recommend actions to address them.
4. Identify inequalities which are underpinned by research and/or scholarship and recommend actions to address them.
5. Monitor progress against EDI objectives and promote accountability and continuous improvement.
6. Champion inclusive practices and foster a culture of respect, belonging and fairness across the Association.
7. Facilitate the sharing of best practice, research and resources among members.
8. Share intelligence and advise on EDI-related risks, opportunities and emerging issues within business and management education.
9. Engage with stakeholders to ensure diverse perspectives inform the Association's strategic work.
10. Create opportunities for discussion about EDI related issues at other appropriate external forums.

Membership

There shall be a minimum of 12 and a maximum of 16 committee members, plus representatives from the Chartered ABS Council and executive team. The committee must include:

- A Chair
- A Vice-Chair
- A representative of the Chartered ABS Council
- An executive lead from the Chartered ABS team

Selection Criteria

Individuals should hold a leadership position (such as Dean, Associate Dean, Director or Head) who play a strategic role and demonstrable experience in, advancing equity, diversity and inclusion (EDI). This may include leadership of EDI strategies, culture change initiatives, widening participation, inclusive education, staff equality, or organisational development within higher education or related sectors. Experience of engaging with diverse stakeholders and driving inclusive practice across institutions is essential.

The following selection criteria will also be considered for joining the committee:

- **Engagement with CABS:** Evidence of prior involvement with CABS initiatives, demonstrating commitment to and understanding of the organisation's work and mission.
- **Institutional Representation:** Broadening participation across member institutions and avoiding over-representation from any single institution.
- **Institutional Type:** Achieving balance across mission groups and institutional types.
- **Regional and National Representation:** Reflecting the geographical diversity of the UK, including representation from the devolved nations. Staff from International CABS members may also apply.
- **Equality, Diversity and Inclusion (EDI):** Supporting diversity in committee membership to ensure inclusivity and representation of the wider community.

Appointment and Tenure

Appointment of members to the committee will be made via a call out on the Chartered ABS website. The Chartered ABS committee recruitment process will be followed.

The Chair and Vice-Chair of the committee will be appointed by the Chartered ABS CEO, Chartered ABS Council Chair and Chartered ABS Council Representative. A call out will be sent to existing members to express their interest.

A member can be removed from the committee by the committee Chair or Chartered ABS Council.

The minimum term of office is two years. Members can be invited to serve a maximum of a second term of two years by the Chartered ABS Representative with approval from the Chair and Vice Chair of the committee.

Meetings

The committee will meet three times per year, once in person. Additional, extraordinary meetings may be called with the agreement of the committee Chair.