

HARPER ADAMS UNIVERSITY

RESPECT GROUP

Terms of Reference (updated September 2024)

Name and Purpose

1. The group shall be known as the "Respect Group"
2. The ~~Respect Group~~ ^{Respect Group} is a leadership management committee of Harper Adams University, dedicated to:
 - (b) Academic community
 - (c) Professional services/support staff community
 - (d) Student Services
 - (e) Students Union

Membership for 2023/24 shall be:

Role

University Secretary
Pro-Vice-Chancellor, Education & Students
SU Director
Chief Operating Officer
SU President/Vice-President
Student Voice Co-Ordinator

Name

Kate Baker
Simone Clarke
Michael Gale
Jo Horsburgh
Daisy Douglas / Tiffany Owen

Jane Thomas
Parmjit Chima
Rebecca Payne
Ian Moorcroft
Becky Bather
Andy Allen

HR Business Partner
Head of OD
Governance & Exec Projects Manager (Secretary) Annabel P

7. The Respect Group can delegate operational matters to committees or task forces, including but not limited to the EDI working group, the University's Mental Health Charter Group, and the Prevent working group.
8. Delegated groups will provide recommendations and progress updates to the Group.

Limitation of Authority

9. The group as a whole has advisory powers only. The Group does not have the ability to make binding decisions, structural changes, or enact policies on its own. The influence of the Group is based on the collective expertise and position of its members, providing guidance and recommendations to on how to operationalise decisions made by the University's decision-making bodies, including the University Executive Team, the Board of Governors and/or any of the sub-committees of the Board as appropriate.

Duties & Objectives

10. The main objectives of the Respect Group are:
 - (a) To advise and support the University's Executive Leadership Team on matters related to EDI, Prevent, Freedom of Speech, Safeguarding, and Sexual Misconduct, ensuring that relevant policies and practices are established and followed.
 - (b) To identify and address issues related to discrimination, harassment, Prevent-related concerns, restrictions on academic freedom and freedom of speech, safeguarding, and sexual misconduct within the university community.
 - (c) To develop and implement strategies and initiatives that promote a respectful, inclusive, and safe environment for students, staff, and stakeholders while respecting the principles of academic freedom.
 - (d) To monitor and evaluate progress towards to goals related to EDI, Prevent, Freedom of Speech, Safeguarding, and Sexual Misconduct and recommend improvements.

Meetings & Publication

11. Frequency: The Respect Group shall meet at regular intervals, with a minimum of meetings per academic year.
12. Quorum: A quorum for meetings shall be 50% of members.
13. Agenda: the agenda for each meeting shall be circulated at least one week in advance.
14. Minutes: Minutes of each meeting shall be recorded, distributed, and made available to the whole University community.

Reporting & Accountability

15. The Respect Group shall report directly to the University's Executive Leadership Team and thereafter the Board, Academic Board or any of its Sub-Committees as appropriate on its activities and recommendations related to EDI, Prevent, Freedom of Speech, Safeguarding, and Sexual Misconduct.

Resources

16. The University's Executive Leadership Team (ELT) shall provide the necessary resources to support the Respect Group's activities and recommendations.

Review & Amendment

18. These Terms of Reference shall be reviewed and, if necessary, amended annually to ensure their effectiveness and relevance in addressing EDI, Prevent, Freedom of Speech, Safeguarding, and Sexual Misconduct matters.

Version 1 created in March 2024

Updated in June 2024 and September 2024