



## **Brunel University London LGBTQ+ Staff Network**

### **Terms of Reference 2021-22**

We support and represent staff members across the university who identify as lesbian, gay, bisexual, pansexual, trans, non-binary, queer, questioning or any other sexual minority or gender identity (LGBTQ+).

We are working to make sure Brunel University London is a place where people can be out about their sexuality and gender identity if that's what they choose. We provide friendship and support to each other. We aim to be representative of the diverse Brunel community.

#### **Aims**

To promote the interests of and create an inclusive environment for LGBTQ+ people working and studying at Brunel.

To contribute to Brunel becoming one of the top employers for LGBTQ+ people in the UK as measured by our membership in the Stonewall Diversity Champions and taking part in their yearly Workplace Equality Index.

Membership is open to staff members, faculty and doctoral students who consider themselves a member of the LGBTQ+ community, inclusive of those who are questioning their sexuality or gender identities.

The Brunel LGBTQ+ Staff Network aims to acknowledge intersectionalities and be inclusive of marginalised and underrepresented LGBTQ+ groups, including, but not limited to, intersex people, bi+ people, trans, non-binary and other gender non-conforming people, Black, Asian Minority Ethnic LGBTQ+ people, LGBT+ people of faith, differently abled LGBT+ people, neuro-diverse LGBT+ people, LGBT+ carers, LGBT+ parents and LGBT+ people who have had or are experiencing mental health difficulties.

The Network is also open to anyone who wishes to support our work as an 'ally'

#### **Remit & Functions**

We will provide advocacy and support to LGBTQ+ staff, by offering informal confidential advice, guidance, and support to LGBT+ partners and people working at Brunel, including providing opportunities for LGBTQ+ partners and people working at Brunel to network and socialise.

To help Brunel become more inclusive, we will:

Work to ensure policies are developed and revised to be inclusive of LGBTQ+ people.

Raise awareness of LGBTQ+ issues within the campus community, including to senior leadership, our alumni and supporters, prospective students and the general public. We do this by celebrating difference and diversity through promotional activity and through involvement in key LGBTQ+ events such as LGBT+ History Month, Pride, the International Day Against Homophobia, Biphobia & Transphobia (IDAHOBIT), and other LGBT+ Awareness weeks and days.

Work towards eliminating discrimination, harassment, victimisation, bullying and bias in the workplace at Brunel.

Work with the student-led LGBTQA+ Society to address these issues that also affect the student experience.

### **Governance & Oversight**

#### **Staff Network Coordinator**

The Network will be headed by one or more member(s) of the LGBTQ+ community from within the staff, faculty and doctoral student body at Brunel.

The Staff Network Coordinator will be appointed according to the process and terms of reference for Staff Networks at Brunel developed by the Equality Diversity and Inclusion team.

The Staff Network Coordinator will be responsible for the development and execution of the annual plan for the Network in line with the overall EDI strategy of the university.

#### **Staff Network Committee/Working Group**

A Working Group made up of LGBTQ+ Staff Network members, the Senior LGBTQ+ Champion and past Staff Network leadership will assist the Staff Network Coordinator in the execution of the annual plan. Other Network members or subject matter experts may be asked to join these meetings to advise on specific issues.

The Working Group will meet at least monthly.

The Working Group will be Chaired by the Staff Network Coordinator or, in their absence, the Senior Champion.

The Working Group for 2021-22:

- Jessica Kath, LGBTQ+ Staff Network Coordinator
- Bridget Boylan, Senior LGBTQ+ Champion
- Dr. Michael Thomas, past Staff Network Coordinator and Associate Dean – Equality and Diversity / Senior Lecturer in Social Work, CHMLS - Health Sciences

### **Network Plan**

The annual plan of future activities and priorities (including proposed budget) will be drafted by the Network Coordinator with the assistance of the members of the Committee/Working Group

The Network Coordinator will consult with the Head of EDI regarding the proposed Network plans and progress on a regular basis, according to the process and terms of reference for Staff Networks at Brunel developed by the Equality Diversity and Inclusion team.

### **Budget & Time**

Brunel will support the work of the Network through the provision of a budget for the activities laid out in the Network plan via the process and terms of reference for Staff Networks at Brunel developed by the Equality Diversity and Inclusion team.

The Network Coordinator, Senior Champion and other members of the Working Group will have: their work for the Network included in their annual objectives and recognised during their appraisals; and

'time' formally assigned to work on the implementation of the Network plans

### **Activities**

The LGBTQ+ Staff Network will schedule regular meetings and socials that members are invited to attend. The Network will always ensure that its meetings are advertised to all staff, are fully inclusive and accessible. To maximise accessibility:

- all meeting and events will be held virtually or at accessible venues
- at least 50% of meetings and events will be held during normal working hours
- at least 50% of meetings and events will be alcohol-free
- at least 50% of meeting and events will not be held during religious festivals or on holy-days

### **Communications**

The primary method communication for Network activities will be the LGBTQ+ Staff Network email list maintained by the Staff Network Coordinator. Communications to and storage of this list will be kept confidential according to relevant GDPR and data protection principles outlined by the university.

Updates on past and planned Network activity will be sent via this email list at least once a month to Network members.

### **Review**

This document will be subject to formal review by the LGBTQ+ Working Group at the first meeting of each academic year.