



# Flinders University Pride Committee

## Terms of Reference

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### Purpose

Flinders University is committed to combating behaviour and structures that generate inequality to the LGBTQIA+ community. Flinders University strives to create values and standards of excellence that creates a culture that celebrates and respects sex, sexual and gender diversity. The **Flinders University Pride Network** is committed to establishing a community with all staff, students, and visitors to feel safe and to be who they are. We acknowledge that the experiences of different LGBTQIA+ people differ significantly and recognise the importance of intersectionality.

Our vision is supported and driven by four pillars:

- **Visibility:** to empower LGBTQIA+ students, staff, and allies at Flinders University, and to showcase the important contributions that members of the LGBTQIA+ community make.
- **Advocacy:** within student and staff organisations to implement best practice policies that promote safe and inclusion spaces for all individuals who identify as LGBTQIA+.
- **Networking:** to provide a safe and inclusive nexus for LGBTQIA+ individuals to engage in social and professional networking, with mentoring opportunities for LGBTQIA+ students and staff.
- **Education:** to raise awareness of the roles that the network plays in creating a welcoming environment for LGBTQIA+ individuals, by debunking stereotypes and providing resources that help implement inclusive policies, language, terminology, pronouns, and active allyship.

The **Flinders University Pride Network** is open to any individuals that form part of the Flinders University community including LGBTQIA+ identifying members, allies, staff, and executive.

The **Flinders University Pride Committee** was established to be advocates for LGBTQIA+ matters, obtain feedback from relevant members, and to advise the Vice-Chancellor and University executives on key equity and social issues facing the Flinders LGBTQIA+ community.

### Scope

The responsibilities of the **Flinders University Pride Committee**, in accordance with the driving pillars include:

- To provide updates on the training and resources available to the university to support LGBTQIA+ community members and allies.
- To provide advice and recommendations to the Diversity and Inclusion Committee.
- To report to the Vice-Chancellor through the Diversity and Inclusion Committee on matters related to the LGBTQIA+ community.
- To facilitate the Flinders University Pride Network and Flinders University community initiatives.
- To support diversity and inclusion commitments relevant to the LGBTQIA+ community.

## Membership

The **Flinders University Pride Committee** should strive to reflect the diversity of the community it represents. The Committee is to include dedicated representatives and carry a minimum two-year term. Appointment for Committee members will be staggered to create consistency.

The Committee will comprise:

- A maximum of six (6) staff representatives from Colleges
- A maximum of 10 staff representatives from across the portfolios
- Student Council Queer Officer or representative
- Flinders Queer Collective President or representative.
- A maximum of six (6) student representatives from Colleges.

Membership will comprise a diverse cohort. Included but not limited to a mixture of Colleges, portfolios, gender, cultural and linguistic backgrounds.

The membership of the **Flinders University Pride Committee** will commit to:

- Wholeheartedly championing the network within and outside of Flinders University.
- Sharing all communications and information across all Network/Committee members.
- Notifying members of the Network Group/Advisory Group, as soon as practical, if any matter arises which may be deemed to affect the development of the Network.
- Individuals are responsible for seeking support from their line manager in advance of nominating for Committee membership or a Committee role.

## Committee Roles

The Committee will have established positions within the Committee that are elected by an Expression of Interest.

The positions are:

**Co-Chairs:** Responsible for serving as a voice for the broader **Flinders University Pride Network**. The Chair(s) will facilitate Committee meetings with the support of the Executive Officer, Secretary(s), and Treasurer.

**Executive Officer:** Responsible for providing support to ensure that the Committee's objectives are met, and Committee roles are supported.

**Co-Secretaries:** Responsible for preparing the meeting agenda and minute taking, drafting and email directing from shared inbox, and meeting coordination. The Secretary(s) will send minutes after each meeting in a timely fashion. If the Secretary is unavailable for a meeting, an ad hoc secretary may be assigned.

**Treasurer:** Responsible for managing the outlined budget and monitoring expenditure. This includes reconciliation of documents after events.

**Committee member:** Responsible for attending a minimum of 50% of scheduled meetings each calendar year. Actively engaging with the Committee meetings and activities.

Members of the **Flinders University Pride Network** are free to engage with initiatives of the Network and Committee as appropriate and available.

## Meetings

All meetings of the Network/Committee will be chaired by the nominated chairperson or proxy. General meetings shall be convened for the purposes of:

- (i) planning events and activations
- (ii) nomination of office bearers; or,
- (iii) making changes to the terms of reference.

Notice of all meeting shall be given to members of the Network/Committee at least a week before the set date.

A meeting quorum will be five members of the Network/Committee. Failure to reach quorum 30 minutes after a scheduled commencement time will result in the meeting lapsing and a new meeting must be rescheduled.

Meeting agendas minutes will be provided by the General Secretary or a nominated proxy, the responsibilities for this includes:

- Preparing agendas and supporting papers
- Preparing meeting notes and information.

Meetings will be held a minimum of quarterly, for a duration of one hours. Additional meetings may be scheduled at the agreement of the Committee.

**Flinders University Pride Network** members may request to attend the meeting as a guest for the purpose of raising an agenda item. A minimum of two weeks' notice must be provided to the Chair for consideration.

## Decision-Making

Decisions will be made with the support of 50 per cent plus one of quorum at meetings. Where necessary, Out of Session items can be considered via email.

## Reporting

The Committee will provide reports to the Diversity and Inclusion Committee on a quarterly basis or as requested by the Diversity and Inclusion Committee. The report will detail any completed activities, and those in progress for the following quarter.

## Sub-Committees

The Committee will be supported by a variety of Sub-Committees formed by members of the Network. Each Sub-Committee will have a Committee member assigned to lead the Sub-Committee and report back to the Committee at each meeting.

## Amendment, Modification or Variation

These Terms of Reference may be amended, varied or modified in writing after consultation and agreement by Network Group/Committee Group members.