

TERMS OF REFERENCE Accessibility Forum

The Accessibility Forum has developed from an Information Services Annual Disability Forum. AU's Equal Opportunities and Diversity Committee recommended that this good practice consultation process have a University-wide remit with senior members of staff in attendance and in line with AU's commitment to the Disability Equality Scheme.

Objectives:

The overall purpose of the Accessibility Forum is to:

- Promote disability equality in all structures and functions of the University;
- Actively encourage disabled members of staff and students to engage in this forum as part of the consultative process;
- Offer staff and students an accessibility consultation forum on services and functions within the University;
- Discuss barriers to accessibility and consult on resolutions to such issues, whilst recognizing and acknowledging progress and achievements;
- Disseminate developments, information and where appropriate, advice;
- Discuss and disseminate developments and future plans, e.g. estates works, inclusive curriculum, technological improvements, procedures and practices etc;
- Raise mutual awareness of requirements between participating parties;
- Promote a sense of partnership between providers and consumers by raising mutual awareness of both the possibilities and the constraints in the provision of institutional obligations and goals within a Higher Education setting.

Membership:

The Accessibility Forum shall include the following members:

- Director (or representative) from Estates Department
- Director (or representative) from Human Resources
- Director/Assistant Director (or representative) from Information Services
- Director/Assistant Director (or representative) from Student Support Services
- Director(s) (or representatives) from Academic Departments
- Disability Access & Software Licensing Manager
- Disability Officers (specific and departmental)
- Equalities Advisor
- Head of House Services
- Head of Security
- Health, Safety and Environmental Advisor
- Representative from Careers Advisory Service
- Representative from Centre for Widening Participation & Social Inclusion
- Representative from Centre for the Development of Staff & Academic Practice
- Representative from Academic Learning Curriculum Access/Dyslexia Service
- Representative from Porters

- Representative from Residential Services
- Representative from Student Guild
- Representative from Union
- Selected staff who have some equalities expertise
- Students and staff who have an interest in disability equality

Reporting:

The Accessibility Forum will report through recorded Minutes to the Equal Opportunities and Diversity Committee.

Frequency of Meetings:

Meetings shall normally be held twice a year (April and October).