**UNIVERSITY OF SANCTUARY STEERING GROUP**

**TERMS OF REFERENCE AND MEMBERSHIP**

The University of Sanctuary Steering Group is asked:

* To develop and deliver a public action plan that will see the University become – and become recognised as - a welcoming and inclusive place for refugees, asylum seekers and displaced people and a strong advocate for their needs.
* To work externally, with other universities, the University of Sanctuary network, local and regional community and volunteer groups, to share understanding and promote best practice.
* To embed the needs of refugees and asylum seekers within the university’s culture and support services, and to provide a range of legal, language, counselling and other services as required.
* To oversee the University’s application for University of Sanctuary status and the delivery of any subsequent commitments and responsibilities.
* To encourage the University community to find opportunities to help refugees, asylum seekers and displaced people play an active role in the life of the University.
* To develop a culture of welcome across the University and its Sanctuary-related activities, developing opportunities for all students, staff and other stakeholders to play their part in the University’s learning and progress.

**Steering Group membership**

* Director of Engagement (Chair)
* Migration and Movement lead and representatives
* Dean of Internationalisation
* Director of IS, or nominee
* Deputy Director HR, or nominee
* Deputy Director and Head of Student Support
* Representative of KMMS
* Representative from each Division
* Head of Communications
* Head of Equality, Diversity and Inclusion
* Student representatives from Kent Union
* Student representatives from STAR

Secretary: Jill Hurst, Public & Community Engagement with Research Officer

The CEC quorum is six. This must include at least two Divisional Directors of Impact and Public Engagement or their nominees.

**Frequency of CEC meetings –** Monthly