

## **Access Data Development Group (ADDG)**

### **Reporting arrangements**

The ADDG will report and make recommendations to the Access Recognition and Licensing Committee (ARLC) on matters relating to the development of data about Access to HE.

### **Remit**

The ADDG will

- identify priorities for further data development and seek to address those priorities
- review the annual AVA data request and returns from AVAs
- advise on the development of the Access Courses Database
- prepare annual data on Access to HE and advise on its publication and dissemination
- consider other matters and undertake such other activities relating to the development of data about Access to HE, as may be requested by the ARLC from time to time.

### **Membership specification**

- the Chair (who will be a member of the ARLC)
- 2 AVA officers
- 1 HE practitioner
- 1 nominee of the Welsh Assembly Government
- 1 nominee of the Higher Education Funding Council for England (HEFCE)
- 1 nominee of the Higher Education Statistics Agency (HESA)
- 2 nominees from UCAS
- 2 nominees from the Learning and Skills Council (LSC)
- QAA officers will be in attendance, as appropriate, to support and advise the Group.

Membership is intended to bring together a group of individuals with expertise relevant to ADDG's remit; membership is only transferable for nominated members.

### **Appointment to the ADDG**

All appointments and reappointments will be made by the ARLC.

### **Term of office**

The HE practitioner and AVA officer members are appointed for three years, with a possible extension for a further term of three years.

Other nominated members act on behalf of, and with a term of office determined by, their nominating organisations

### **Quorum**

Meetings of the ADDG are quorate when at least 50 per cent of members (including the Chair, or a nominated deputy) are present.

### **Frequency of meetings**

The ADDG will usually meet three times a year.

## **ADDG membership**

Mike Farmer (Chair)	Access Recognition and Licensing Committee
Christine Assheton	Chief Executive and Regional Director, OCN West Midlands Region
Steve Babbidge	Chief Executive and Regional Director, OCN South East Region
Scott Clifford	Senior Analyst, Welsh Assembly Government
Hannah D'Ambrosio	UCAS
Dr Suzie Dent	Analytical Services Manager, Higher Education Statistics Agency
Mark Gittoes	Analytical Services Group, HEFCE
Mike Wicks	The Data Service
Dr Phillip Wright	Principal Lecturer, Head of Educational Studies, University of Bedfordshire
Professor Chris Clare	Assistant Director, QAA
Matthew Cott	Assistant Director, QAA
Kath Dentith	Head of Access, QAA
Jean McLaren	Development Officer, QAA