

## **Access Qualification Development Group (AQDG)**

### **Reporting arrangements**

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

### **Remit**

The AQDG will

- oversee implementation of *The Access to Higher Education Diploma and credit specifications*
- develop proposals for a common grading scheme for the Access to HE Diploma and agree mechanisms for testing and consulting on proposals, as appropriate
- consider other matters and undertake such other activities relating to the development of the Access to HE qualification, as may be requested by the ARLC from time to time.

### **Membership specification**

- the Chair (who will be a member of the ARLC)
- 2 Access to HE practitioners
- 2 AVA officers
- 2 HE practitioners
- 2 involved with HE admissions
- 2 with specific expertise in qualification development
- 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 AQDG's remit, rather than on the basis of representation of particular constituencies, and membership is not transferable.

### **Appointment to the AQDG**

All appointments and reappointments will be made by the ARLC.

### **Term of office**

Members are appointed on an annual basis and membership may be renewed to a maximum of five years, as agreed by the ARLC, to provide appropriate expertise for the AQDG's particular programme of work in any one year.

### **Quorum**

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

### **Frequency of meetings**

The AQDG will usually meet four times a year.

## **AQDG membership**

Dr Marie Stowell (Chair)	University of Worcester
Ms Janet Barlow	Agored Cymru
John Bennett	Open College Network Oxford, Thames and Chiltern Region
Betsy Bowerman	University of Bristol
Professor Susan Orr	York St John University
Brian O'Sullivan	Bournville College
Andy Stott	Stockport College
Harvey Woolf	formerly Head of Academic Standards, University of Wolverhampton
<i>Vacancy</i>	<i>qualification development expert</i>
<i>Vacancy</i>	<i>HE admissions expert</i>
Julie Farmer	consultant (in advisory capacity)
Laura Bellingham	Development Officer, QAA
Professor Chris Clare	Assistant Director, QAA
Matthew Cott	Assistant Director, QAA
Kath Dentith	Head of Access, QAA
Ann-Marie Karadia	Project Officer, QAA