

## **Access Data Development Group - Terms of reference**

### **Remit**

The ADDG will:

- identify priorities for further data development and seek to address those priorities
- provide advice on data requirements and performance measures to promote the qualification and influence policy and funding
- explore new ways to evaluate the impact of fair access and participation
- 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**

Membership comprises:

- the Chair (who will be a member of the ARLC)
- 2 AVA officers
- 1 HE practitioner
- 1 nominee from the Educations and Skills Funding Agency (ESFA)
- 1 nominee of the Higher Education Funding Agency for Wales (HEFCW)
- 1 nominee of the Higher Education Statistics Agency (HESA)
- 1 nominee of the Office for Students (OfS)
- 1 nominee from UCAS
- 1 nominee from the Welsh Assembly Government
- 2 'other' members (with appropriate experience for the work of the group)
- 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 twice a year.