

## Admissions and Outreach Sub-Committee

1. To review and monitor admissions procedures, policies and strategies for all University of Sheffield taught programmes of study
  - in line with internal and external developments and good practice
  - to ensure fair access
2. To advise Learning and Teaching Committee on how admissions policy and procedures impact on wider University strategies and how such strategies relate to admissions issues
3. To provide information and recommendations based on external environment scanning activities, feeding into the continuing evolution of admissions and widening participation policy in relation to:
  - UK 14-19 and other qualifications
  - UK government policies
  - Developments involving other bodies such as HEFCE, OFFA and the QAA
  - International developments, including the Bologna process
  - Supporting Professionalism in Admissions
4. To develop, review and report on activity delivered as part of the University's Widening Participation Strategy and its commitments to the Office for Fair Access
  - To review, monitor and report on operational activity
  - To establish, monitor and review mechanisms for the disbursement of funds to support activities
5. To review articulation and collaboration arrangements with other institutions in so far as these relate to admissions
6. To be conversant with, and respond to, issues arising from related agendas including research and innovation

**Reports to:** Learning and Teaching Committee

### Membership:

<i>Chairman, who shall normally be the Pro-Vice-Chancellor (Learning &amp; Teaching)</i>	Professor Paul White
<i>One (or more) representative(s) from each Faculty</i>	
<i>Arts &amp; Humanities</i>	Professor John Barrett
<i>Engineering</i>	Professor Ian Burgess Mrs Sue Armstrong
<i>Medicine, Dentistry &amp; Health</i>	Mr Gary Albutt
<i>Science</i>	Dr Mark Winter
<i>Social Sciences</i>	Dr Claire McGourlay Dr Jo McHardy
<i>Head of Admissions</i>	Ms Debs Fowler
<i>Head of Outreach &amp; Access</i>	Ms Debs Fowler
<i>UK Qualifications Officer, Admissions</i>	Miss Laura Lane
<i>Corporate Policy Adviser, Registrar &amp; Secretary's Office</i>	Ms Sally Green
<i>Representative of Admissions</i>	Mr Alan Carlile
<i>Representative of the International Office</i>	Ms Gosia Wells
<i>Representative of the International Relations Office</i>	Ms Karen Anderson

<i>Representative from Student Support</i>	Ms Debora Green
<i>Representative from Learning &amp; Teaching Services</i>	Dr Andrea Bath
<i>Representative from Planning &amp; Governance Services</i>	Mr David Whittaker
<i>Representative from the Institute for Lifelong Learning</i>	Dr Darren Webb
<i>Representative from the Union of Students</i>	Mr Jon Narcross (Education Officer)

<i>Secretary</i>	Dr Simon Beecroft (Learning & Teaching Services)
------------------	--

*The committee shall have the power to co-opt other members.*