

Terms of Reference: Widening Participation and Admissions Strategy Group (WPASG)

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| Date of Approval: | June 2013, Academic Council |
| Last Reviewed: | March 2017 |
| Date for Review: | March 2018 |
| Version: | V4.0 |
| Chair: | Admissions Tutor |
| Secretary: | Admissions Assistant |

Context:

The Widening Participation and Admissions Strategy Group is responsible for overseeing the development and implementation of the University College of Osteopathy's (UCO's) strategy for admissions and widening participation. This responsibility is carried out on behalf of Academic Council. The Group will also consider the relevant sections of the QAA UK Quality Code for Higher Education and advise upon the School's alignment with them, specifically Chapter B2: Recruitment, Selection and Admission to Higher Education.

Terms of Reference:

1. To develop and review:
 - a) The UCO'S Widening Participation Strategy;
 - b) The UCO'S Admissions and Recruitment Strategy;
 - c) The UCO'S Undergraduate and Postgraduate Admissions Policy and Procedures;
 - d) Other policies and strategies in the areas of admissions and widening participation, as appropriate ensuring that these remain consistent with each other and enable the UCO to achieve strategic objectives for the admission of students.
2. To assess the impact of external trends and internal developments including student funding matters on student recruitment (including widening participation) and admissions

Frequency of Meetings:

Once per Term

Rolling Agenda Items:

Student Recruitment and Widening Participation Strategy

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Composition and Conditions of Membership:

- Admissions Tutor (Chair)
- Vice Principal (Education)
- Chair of the Foundation Portfolio Board
- Chair of the Pre-registration Portfolio Board
- Chair of the Postgraduate Portfolio Board
- Student Support Representative
- SU Representative
- Admissions Assistant (Secretary)

Individuals serve as a condition of their role and membership is on a rolling basis.

Other members may be invited to attend as appropriate:

Finance Representative (when required)

Academic Registrar (when required)

Head of Marketing and Communications (when required)

Quorum:

The Chair and or an alternate Chair

Two Chairs of Portfolio Boards

Student Support Representative

Reporting and subcommittees:

Reports to: Academic Council

Amendment Record:

| Date of Amendment | Type & Summary of Amendment | Amendment Approved By |
|-------------------|--|-----------------------|
| March 2016 | Major: Amendments to Membership and Quorum | Academic Council |
| March 2017 | Administrative: Amendment to reflect current staff role titles. | PRAG Chair |
| Aug 2017 | Administrative - Amendments to update institution name change from British School of Osteopathy to University College of Osteopathy. | PRAG Chair |