

To: Heads of higher education institutions in
Wales

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**CONSULTATION ON PROPOSALS TO IMPLEMENT A CYCLE OF INSTITUTIONAL VISITS
BETWEEN HEFCW AND HIGHER EDUCATION INSTITUTIONS IN WALES**

Further to my letter of 19 April, in response to sector feedback at the Council's Strategic Planning Consultation Seminar in February this year, I am writing to outline our proposals to implement a programme of institutional visits to facilitate further engagement between Council members/officers and individual institutions.

You will be aware that a formal process of Strategic Dialogue has recently been established between HEFCW, HEW and CHEW, to include biannual meetings, with intermediate planning meetings of a sub-group of all three parties. The Council also intends to continue its current practice of inviting heads of institutions to attend its October Council meetings to allow institutions to provide updates and engage in discussion with Members on a range of relevant issues.

In response to sector requests, we are now considering how we may also implement a formal cycle of meetings to take place at institutions on a 3-4 yearly cycle. We envisage a process in which institutions would be represented by the Vice Chancellor or Principal and Chair of the governing body, with other senior staff members invited at the discretion of the institution, and the Council represented by two or more Council Members, the Chief Executive and senior Council officers. We anticipate that meetings will extend over a half-day period, with an opportunity for the institution to present an outline of the major issues it faces and its intentions and priorities for the coming academic year, and for the Council to raise any additional relevant matters. Precise details of the visits would be agreed individually with each institution, allowing time for both the Council and the institution to provide advance notification of the principal issues that each would want to raise.

We would welcome your thoughts on our proposals, and your ideas as to how we might make these visits as productive as possible. I would be grateful if you would forward any comments to Anita Colley, at the HEFCW offices, **by 18 June 2004**.

**PHILIP GUMMETT
CHIEF EXECUTIVE**