

Our ref. JFD/no. 428-2010

Paris, 16 February 2010

Rectors and Heads of institutions in Group B

Dear Colleague,

As you are undertaking an analysis of your 2012-2015 development plan with your institution, this seems like a good opportunity to take stock of the integrated evaluation that will be carried out by the AERES.

The AERES, with its three constituent departments, offers the only service of its kind in Europe, which integrates the analysis of the research and training unit evaluation findings into the evaluations of entire institutions and thus offers a complete overview of their activities and strategies.

This process takes place upstream of the contractual dialogue between your institution and the French Ministry of Higher Education and Research. Its aim is to offer you an objective evaluation designed to help you to finalise your institution plan and set up a dialogue with the Ministry based upon common foundations.

The AERES' actions are underpinned by its governing principles and on the implementation the "Standards and Guidelines for Quality Assurance in the European Higher Education Area" (ESG) adopted in the framework of the Bologna Process. This point is particularly important with regard to increasing the confidence that European students seeking mobility will have in our system. On these grounds, and as we mentioned during the special meetings held on this topic, the AERES pays particular attention to the production of self-evaluation documents and to the implementation of quality assurance within its institutions.

In order to carry out this integrated evaluation, which your establishment can then use to support its development, the AERES will analyse:

- Research units, for which you shall submit:
 - The common "research" application (report and plan), including an initial self-evaluation strategy
 - A concise presentation of the general range of research programmes
- The range of training programmes, based on:
 - The B, M and D "training programme" applications (report and plan), including a self-evaluation
 - A concise presentation of the general range of training programmes
- The institution, based on elements including:
 - A self-evaluation document including a concise report summarising the results of the previous contract
 - Evaluation indicators and
 - A summary (maximum of 5 pages) approved by the institution's Executive Board, presenting the development focuses for its missions and its objectives.

Along with an on-site visit, the analysis of these elements shall form the basis of the Agency's evaluation of the institution's strategy and of the feasibility of its plan.

Please send the following items to the AERES:

- List of research units¹ to be evaluated, by:
1 June 2010
- List of training programmes requiring renewal, by:
1 June 2010
- All of your applications, by:
15 October 2010

You can consult the practical procedures for submitting this information on the following website:
<http://www.aeres-evaluation.fr>

I would particularly like to draw your attention to the fact that compliance with these deadlines is essential for the implementation of the evaluation process.

To coincide with the launch of this evaluation campaign, I would like to invite you to attend regional meetings scheduled for 16 March in Rouen, 19 March in Aix-Marseille, 23 March in Rennes, 25 March in Poitiers, 30 March in Clermont-Ferrand and 31 March in Dijon (cf. Appendix 2). This will allow you to introduce yourselves, meet your colleagues and associates and discover the evaluation methodology for research units, training programmes and for the institution in general. We will also answer your questions.


I would be grateful if you could **extend this invitation to directors of units, programme directors, directors of doctoral schools and any associates** that you would like to involve in this process.

Please find enclosed an appendix presenting the major stages of the AERES' interventions.

Thank you in advance for helping us to accomplish this task, whose aims include giving you a basis on which to build well-argued contractual negotiations.

Yours faithfully,

The President,



Jean-François Dhainaut

¹ The standard document will be issued to you on 16 March 2010.