

## EAS Board Meeting, April 17<sup>th</sup> - April 19<sup>th</sup> - Den Haag

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### Agenda

1. Reports/Current preparations for Activities at the Conference
2. Explanations of the Conference program
3. Preparation of the meeting with Jeremy Cox
4. Preparation of the NC meeting
5. Culture Fund
6. Meeting with AEC Executive Officer Jeremy Cox
7. EAS General Meeting /Membership issues/Inner policy
8. EAS-Conference Concept
9. Publications
10. EAS-Newsletter
11. Conference Handbook
12. Website /Social Media/Conference Web 2013
13. Future Activities
14. Conference 2013/ Cooperation EAS + NAMM
15. Issues Next Board Meeting (Leuven, November 2012)

## Minutes

Present: AV, SH, GS, IM, TdB, EK, GK, MS, NK

BR is working the student forum and joining us whenever possible. Kilian Baur and Imre Ploeg are involved with the SF as well.

Minute-taker: IM

Todo's are set in red

Hints to attachments are in green

**Tuesday, 17th of April**

**Visit of the Student Forum**

**17.00**

Prior to the board meeting the Board is meeting the Student Forum. Marina Gall is excused.

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### 1. Reports/Current preparations for Acitivities at the Conference

#### Doctoral Student Forum

*MS*

- 9 participants, arriving at the moment (UK, IT 2, SI, AT, IR, CZ, LT). The proposals were very good, we could take almost of them. 12 would be a good number of participants in the future.
- About the same procedure like last year, a bit extended, almost 2 days, including a poster presentation.

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- It should be advertised better, maybe through NCs?
- SH: We should use forums where supervisors are looking at.
- At the moment we use the same advertisement as the SF.
- SH: We could link it with my journal, there could be a possibility to publish there.
- GS: Idea: we could ask National Associations to fund one person out of the national Doctoral student Forums.
- AV: Music education that is available for all. It is important to stay with this “ringsfence” when taking PhD students. SH: we see in the abstract whether it is relevant for us, then we can decide it. MS: It is not only the content but also the method, it is interesting to have this wide range of research methods. SH: Let us keep some flexibility.
- TdB: The SF and the DSF shall be done with the Conference advertising together.
- IM + TdB: It should go to a soon Newsletter.
- MS: The two days is the time limit, not too long as people have to work. There is the overlap with the conference for one day (poster presentation).
- More offers? MS. They are very interested in presenting.
- MS: We do not have a connection between SF and DSF, maybe this could be interesting
- MS: Is there a possibility to give a reduced membership after the DSF.

MS + Thade: After this meeting come with a proposal how to go on strategically in Leuven and on the long term, based on the second experience, input to the board, board responds.

MS provides early information about DSF 2013 for the Newsletter(s).

TdB prepares the next Conference proposal: There it will be possible in the form to tick whether you participate at the Doctoral Student Forum.

MS is addressing the NCs to get the contacts to doctoral student supervisors.

TdB makes the DSF and the SF more prominent in the Conference advertisement.

TdB: after input from MS he designs a flyers and bring it to Thessaloniki

### National Associations meeting

SH, AV

- 1<sup>st</sup> time at EAS-Conference
- Closed session during the conference, NL 2, SE, CY, TR, England. At the meeting there will also be the NCs from these countries.
- Short presentations of each country (5 Min).

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- Topics from SH and AV: relationship between instrumental teaching and general learning, cuts of lessons in the countries, concern about primary education, new and helpful initiatives; how do you want to develop this contact further?
- The aim is to build up and support the network for them, based on what they see as the potential, advocacy

### Project space Session

IM

- SH: How can we make visible the content expertise - not only the dissemination means.
- Somewhere we have to show this on the Website
- Maybe install special interest groups? In order to show more the content side of EAS.

IM informs at the session: More possibilities to promote projects in the Newsletter and on the Website.

IM makes visible the steps that are necessary when EAS is a project partner on the Website.

- GS: Impulse to do a poster session?

IM: The next project space in 2013 can begin as a project-poster presentation and then bring together the people to a discussion.

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End 19.00

## Wednesday, 18th of April

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### 2. Explanations of the conference program

AV

- AV shows the strategy of different interest strands in the programme - primary, secondary, primary training, secondary education, external music education.
- Board members are either involved as chairs or in a symposium.
- IM: It is very important that the board members are in intense communication with many people during the Conference. Not give the the impression that we are a group of friends who like to meet - open and communicative attitude!
- Planning for the EAS-table according to the new time-plan of breaks / preparations for leaflets, info on Conference proceedings a.s.o.
- Photographs, all the board members should take photographs in case they are in sessions, we collect them at a dropbox-area.
- Every day there is a small concert, an atmosphere of the learners - not the big musicians, this fits well to the Conference's main these.

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### 3. Preparation of the meeting with Jeremy Cox (Wednesday noon)

AV + all

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AV: AEC as an institutional based association, sitting in Utrecht; ideas to share office facilities (negotiations with Martin Prchal), Informal talks are important,

AV: we should be very open, what can EAS and AEC mean for each other;

Topics decided to address:

- What is AEC, what is EAS?
- What are the current issues, what are you working at the moment?  
EAS: How can we work together addressing the institutes - mapping country information
- Maybe become a cooperated/associated part of the AEC, because we could fill the gap in music education for them, and for us it would be important to show ME issues at the AEC conference - as AEC Conferences are seen as the important meetings (in the perspective of the rectors)
- Talking about sessions/platform for LOs
- Maybe have a political session at the IRC in Leuven, GMI (Jeunesse Musicale International), EMU, EMC, like we had in Tallinn with the UNESCO road map.

GS: AEC as the former "Rector's Conference", the institutions have a much clearer common focus in artistic tuition in music. Their view is not Nationally fixed, the working fields of their students are international. AEC even has a lot of members outside Europe.

EAS + Teacher training is much more linked to national conditions.

SH: This is different in the UK, there are different institutions for music and others for teacher education for all subjects!), so AEC has a greater chance to get potent members.

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#### 4. Preparation of the NC meeting

*EK, AV*

Plan of the meeting, EN and AV will be chairing.

Decided agenda:

- General information: What is the benefit for them, is it just work or is there more to it. What happens in the future - are you getting more involved, some become board members? Give information on the future procedure of board member nomination.
- Funding: EAS works on future funding, then NC meetings are possible in the future.
- Elections: Elections in Leuven, board changes, then also the NC contracts are at stake.
- Work-load - Group work: 45'
  - How do I feel about the work load as an NC
  - What do I like to do for EAS?
  - What do I expect from EAS and the board?
- National Activities: Olympiades reports, others.

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- Website as my tool: How do they see their Website work, are their questions, GS will be there to answer them.
  - NC policy: New NC's of further countries?
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### 5. Culture Fund

AV, GS, IM, TdB, all

Individual statements of each board member on the draft/submission that has been sent out to the board members before the meeting:

**NK:** Very good initiative, more professional work, good to plan a secretary; why have we been rejected? Conference costs: They want to see the costs in more detail!

**TdB will hand in a more detailed budget for the Leuven Conference.**

Work on B5: Other financial sources, they want to see other funding than only Culture Fund, "matched funding".

Have a look at other associations that are funded by Culture Fund (like AEC).

Objectives, Act 1: clearly defined results, at the moment it is quite vague.

Give a general statement

**MS:** Field of activity, maybe better interdisciplinarity. Maybe also comment this / not Cultural heritage!!! I think we need this.

**MS is sending the DSF activity filled in to us.**

**Ms will define more concrete and distinctive activities, at the moment they are a bit overlapping.**

Ask EU-person whether this is a good way to do it.

How can we keep the institutional members also in the future?

**EK:** I had the experience of another proposal. We have to think about the definition of field of activity (interdisciplinary).

**EK composes concrete wording for text parts that deal with NCs.**

**GK:** we need to see that we have enough institutional members.

**SH:** Ideas to refine the formulations:

Using of words: affairs, best practice.

**SH will go through the text in the end and correct it.**

Change the meaning of Conferences: new initiatives, collaborations, projects are evolving at any level (teachers, teacher educators, work in progress) / Conference as a place for consultation

In the text there should be a percentage of the profile of the members, not too refined, we represent this

**TdB does a table on profile of members.**

Some impulses to "tighten it up":

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C1: “annual” conference (not “yearly”)

Not write: “we also observe ..” → better we also have impact ...

Every NC “contributes their own content to a given format within the agreed EAS-Website.”

Funding for the Conference is not good. But fund the NCs and the National Association is very good.

MS: The programmes main aims are strengthen the mobility and intercultural dialogue -→ fund the persons

SH: fund people of countries that do not have the financial means to come.

Discussion on the role of a managing person:

SH: “communication manager”, maybe it is better to have 2 persons, then; maybe 40% job and then some helpers;

IM: we somebody good, this person will make our organisation more professional.

IM: What is the role of the board then?

Content work, policy, scientific work; more for the “brains”, e.g. you have a paid treasurer / the person in the board is developing strategy and supervising; the secretary/treasurer/president is necessary in the Belgian law.

the manager should not step back again very soon again.

SH: include money for training for the management person (EU funding).

SH: It is maybe difficult to pay a board member for work, better give him the budget to pay someone for help.

**TdB:** we should inform the EU about the contract between the Conference organiser and EAS.

SH is checking the meaning of the EAS-Conferences and send some text parts back.

EK sends text parts for the Olympiade.

IM checks whether a manager has to have a proper assessment (because EU wants this).

AV asks whether Marijke would be interested to get the management job.

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### 6. Meeting with AEC Executive Officer Jeremy Cox

During this lunch Jeremy Cox of AEC is visiting us / talks about cooperation EAS/AEC in the future:

Topics discussed (minuted by SH)

- Pooling web content re overviews of countries/NC content- AEC are linked with ELIA to share databases – is there a way to connect with EAS/meNet content?
- Finding the resources to keep this up to date
- The issue of MTT in context of AEC institutions and MTT issues within AEC agenda
- INVITE project – AEC group looking at Instrumental and vocal teaching. Hopefully to be revived – could be a place to connect with EAS
- Discussion about the overlap of interests between school teaching and musician training re musicians working in schools. Possibility of developing curricula, LOs and accreditation for this sector (Robert

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Wagener? And the Tuning project and EQF). Working on joint statements to articulate what should be happening

- ICT – and Instrumental Learning - in context of distance/ virtual learning environments. EAS interested in pedagogy. Could be a project bringing EAS and AEC together with ICT experts (???) AEC is planning to bid for EU funding. Possible joint conference session in 2014.
- Question of how the different LOs are used
- Suggestion that AEC should attend Leuven conference

AV will ask back at AEC for what the partnership means (on the website) and tells them that the link to EAS is broken. At [www.aec-music-org](http://www.aec-music-org) > Partners

SH: we need to work on a good new project that comes out of our interest and expertise.

With AEC we need to find some common ground where we are equal (like the professional musicians that teach in schools).

SH is looking up AEC conferences and put the info on Calendar.

AV: We have the possibility to join/begin a project (not only join projects in a later stake).

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### 7. EAS General Meeting /Membership issues/Inner policy

GM is planned in detail

AV: We gained more institutional members. Institutions come seldom with more than 5 persons. Maybe we should open this number up: When an institute is member, they can come with as many people as they like.  
→ Issue for the next Board Meeting.

#### Planning of statements/reports of all board members

AV, all

#### New regulations

AV, IM

#### Institutional membership

TdB, AV

#### Elections next year

- We should think thoroughly about the next board since board members have to decide in the next months (soon) about their position and the consequences.
- Involvement of all board members
- Do we need a voting system in case we have more nominations than places in the board?  
See for this in November in Leuven

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- How can we include/reach interested new people??

**Each board member** writes to all of us about his/her things she/he can offer to EAS reg. tasks and check whether the institution is supporting me, until May 31<sup>st</sup>.

**AV/IM** will produce official agreements between EAS and the board members for the future.

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### 8. EAS-Conference Concept

AV: Three strands. Research / Workshops / Projects

All the board members were involved in the review process.

In case the NC was rejected by two reviewers, AV wrote to them to correct the papers in order that the paper is rewritten.

What is the task of the board in the paper selection?

What is the task of the board inside the Conferences?

→ see also 11.

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### 9. Publications

“European Perspectives on Music education II” edited by AV and IM.

**The board** will have a look at the presentations at the conference and feed back to AV and IM which presentations were good and should go to the book “European Perspectives on Music Education II”.

Proceedings are different from books that are related to the topic of a Conference and make a book out of it (in that case you can also include other papers that have not been presented at the Conference).

Who is paying it? To a great extent from the income from the Conference.

How much money does EAS want to bring in?

The Conference organizer can decide if she/he wants to make an EAS-series book. Then depending on how much money EAS gives and what is the benefit for EAS. The major part of the money should come from the Conference team.

Editorial board: There has to be at least one board member involved into the Editorial board.

**These agreements have to be shown in the agreements between EAS and the Conference team (TDB prepares this)**

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### 10. EAS-Newsletter

AV felt responsible for the Newsletter, he is too busy and cannot find the time to write the Newsletter.

IM takes the lead (MS assists her), EK is feeding in NC news, IM is feeding in project information, every board members will contribute to it as agreed in former in the last two board meetings.

Three times a short Newsletter, next times: 20<sup>th</sup> of May / 15<sup>th</sup> of September / 10<sup>th</sup> of December, this is during the EAS-year:

1. Two months before the Conference (around early bird?)
2. After the Conference
3. Five months before the Conference (= one month before the end of call for papers)

EK: Conference, NCs contributions, project issues a.s.o.

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**End of the meeting**

**19.00**

**Thursday, 19<sup>th</sup> of April**

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### 11. Conference Handbook

**09.00**

GK

GK prepared a checklist (see attached)

Discussion on refinements of this list, there will be 4 kinds of products:

1. What is typical for an EAS Conference? (more an overall checklist) General description (SH) - visible on the website.
2. What has to be agreed with the board. (TdB)  
Alongside goes the official agreement (TdB)
3. More detailed "hints" how to do this, two columns (a thinking column and an action column) in a time-line (GK/NS/EK/AV)
4. Evaluation form for Conferences (SH/IM)

Responsible persons send their text-proposals around end of September, we all give comments within two/three weeks.

➔ ready paper for the entrance of Natassa at the board meeting in November.

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### 12. Website /Social Media/Conference Web 2013

GS, KB, NK, TdB

### Social Media experiences - NK

We have at the moment 167 members in facebook, it is only existing since 6 months.  
the facebook page will be shown at the General Meeting and in the NC-meeting.  
We decided not to use other Social media.

### Option to use [www.youtube.com](http://www.youtube.com) for videos

TdB is starting the channel **easmusicofficial**

TdB uploads the promotion video.

NK will check whether we can use the official video from Bolu.

GS and Kilian will foresee a new navigation point for videos in the members section. The name for this navigation point has to be agreed.

The videos will be reachable from the members area.

First step: Conference films, preferably Keynotes.

TDB will take care of the the filming of the keynotes, there will be a journalist.

### Current Website issues

Facebook logo will go to the main page.

GS and Kilian are asking to send all the questions and mistakes to them. When they change things, they check back whether it works. We do not have to check back.

NK is looking at the website where photos are missing and sends pictures.

### Website - Publications

AV

Navigation points:

- Policy Papers  
(stays the same).
- Conferences  
Conference programmes (open to all)  
Pdfs of the former conference proceedings, there will be a link to the members section. (only for members)  
papers (members section) - those papers that speakers like to send us.
- "European Perspectives"  
as a new Navigation point.
- Others

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- **Coorporated Activities**  
is changed into "Cooperations"

### **Website of the Leuven Conference, TDB**

#### **Conference websites and E-Mails**

Conference 2013 TdB including a short information about the decided website structure in the conference section

Website: In the future the Website Adresses has to be: [www.eas-music.org/eas2014](http://www.eas-music.org/eas2014)

E-Mail: We keep the [info@eas-music.org](mailto:info@eas-music.org) for Leuven, [Conference2014@eas-music.org](mailto:Conference2014@eas-music.org)

Automatic way to deal with inscriptions - we take this into the bid!

**GS sends the costs of this new tool to IM**

**In meantime TDB goes for a google-solution for the Leuven Conference.**

#### **Website - NC-areas**

still to be developed!!

The following issues are discussed in the NC meeting and controlled by EK:

**EK: The dates of news and events have to be correct.**

**EK: They should only use one e-mail-adress.**

**EK is encouraging the (non meNet countries) which still have not done their country descriptions (TR, PT, a.s.o.)**

#### **Website - Calendar**

**SH writes a text for the newsletter (send to MS) to tell EAS members that they can provide information on international events/courses/meetings/conferences to her, they will go to Calendar.**

**SH whenever sending infos to Kilian, she sends three sentences and the Weblink to Kilian.**

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### **13. Future Activities**

Short interim finance report TdB

TdB explains the quite bad picture for 2011 due to the Website costs which was planned. Membership income is much better than before.

See excel attached.

**AV continues the policy letter from the president to the new members.**

**TdB is allowed to appoint a financial secretary, rewarded 10 €, with a maximum budget (has to be decided).**

We should plan for strategic financial plans in the future (to discuss in Leuven)

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### 14. Conference 2013/ Cooperation EAS + NAMM

TdB, SH

TdB is reporting about cooperation for the IRC in Leuven.

NAMM will support IRC around 5.000 USD. The support is a lot connected to ISME/NAMM initiatives.

AV has met NAMM and EMC in Frankfurt for advocacy issues. In this EMC will take the lead.

The ISME-Conference visiting EAS group (AV, SH, GS, TdB, EK, Franz Niermann) will organize a meeting with Executive persons of ISME to discuss the details of cooperation at IRCs. There has to be done an agreement.

TdB sends out a financial plan.

AV writes to them and copies in TdB.

Lina will be at the Board Meeting in Leuven.

Brussels Airlines is offering a discount for delegates and also offering some free tickets.

TdB will send us a link in an e-mail.

Please do not book now, wait for this e-mail.

Keynote-speakers are introduced.

Costs for Board members: Board meetings are covered by EAS, Conference by institutions.

Erasmus: Minimum teaching has to be done.

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**End** **12.00**

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### 15. Issues Next Board Meeting (Leuven, November 2012):

- Conference handbook
- We should regularly make a strategic financial plan for the upcoming year.
- Membership, what can we offer to institutional Members, maybe student forum
- AV: We gained more institutional members. Institutions come seldom with more than 5 persons. Maybe we should open this number up: When an institute is member, they can come with as many people as they like.
- Do we need a voting system in case we have more nominations than places in the board?
- EAS Archive - where should we collect old documents? How far do we go back with minutes on our website?

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### **Board meeting Saturday 15.15 – 16.00**

Tasks for board members have been agreed:

IMa → Minutes, Newsletter, EU-Bid, Regulations

SH → minutes/report NA meeting

GK → Handbook

BR → report SF

GS → website, EU-Bid

EK → minutes/report NC meeting

TdB → EAS2013, Finances

MS → DSF report, Newsletter

AdV → EU-Bid, ISME, AEC

All → My role in the EAS board