

Minutes

Place: LUCA School of Arts - Lemmensinstituut - Herestraat 53 - 3000 Leuven, Room 422.

Friday, 2nd of November

Present

Board Members: AV, GS, IM, TdB, MS, SH, EK, GK, BRP, NK

Student Delegates: Tine Castelein, Kilian Baur (only Sunday morning)

Co-opted: Natassa Economidou-Stavrou

Guest: Marijke van den Bergen

Minute-taker Isolde Malmberg (Secretary)

Content

1. Welcome
2. Check of Agenda
3. EAS 2014 – I
4. EAS Conference 2013
5. EAS Conference 2014
6. EAS Conferences – General Concept
7. Evaluation of Conferences
8. Next Conferences 2015 + 2016
9. Membership
10. EAS 2014 – II
11. EAS 2014 – III
12. Collaboration forms with other Networks
13. Board Elections
14. EAS Student Forum
15. Student Network
16. Website /Social Media/Videos
17. NC-meeting / NC's work /Countries-Sites of the Website
18. Composer's Factory

1. Welcome

17.00

AV welcomes new faces:

- Tine Castelein – student coopted board member, SF
- Natassa Economidou - coopted board member
- Marijke van den Bergen – deeply involved in preparing the grant for 2013, might become the next General Secretary
- AV gives presents to MvB, IM (he thanks both for their work on the Operating Grant Application), TdB (PhD graduation last week)

TdB

Technical and organizational issues next three days

2. Check of Agenda

AV, IM + Board

3. EAS 2014 – I

IM, MvB introduce grant

Culture Grant 2013 and visions for 2014: Working on our grant application a set of strategies for 2013 have shaped. In February 2013 we are awaiting the answer. Depending whether we get/get not/get part of the grant we have to shape our strategy. We also have to begin to think about what we are heading for in 2014 (by then the Operating Grant in the CULTURE programme will probably not exist any more, new funding framework 2014-2020).

17.30 - 18.15 What are the activities about?

18.15 - 19.00 what are the consequences?

Individual work on the question: What is important / priority list? What am I going/are working groups I am involved going to contribute? Written collection of thoughts and views for the Saturday morning sessions.

Discussion

MS: I see different types of activities: 1. What are the three core activities: 1,2,7, (Conference, SF, DFS) /2. Communication (Communication, Website, Newsletter, NC-meeting) / 3. Dissemination (books, LO-group) / 4. National Coordinators meeting / 5. International cooperation

MS: it could be good to go for “Children as artists” as an issue for a project.

AV: More cooperation with other networks will be important.

GS: The NCs could be more involved in the Newsletters.

AV: What new things do we want to professionalize? NCs? Role of the General Secretary?

GS: We have to develop the strategies for the conferences, e.g. the cooperation between EAS and the conference organizer.

MS: We need a job description for the General Secretary

BRP: We should have a preparatory meeting for the Music Olympiade, 2 board members should be paid for that.

AV: The Olympiade is an initiative by a group of countries. It is organised and funded on its own. By this it is not an activity of EAS. EAS is supporting the Olympiad by being involved in the preparatory team, etc.

BRP: In 2013 there is a preparatory meeting for the next one.

AV: EAS can always send a representative to international meetings like this.

AV closes the meeting at 19.00

Saturday, 3rd of November

4. EAS Conference 2013

9.30

Visiting the rooms TdB

General information about the Conference TdB

- 4 Keynotes
- Rooms are on two levels for different types of activities, very good signs to show the way, student guides wearing shirts saying “Ask Me”
- 1 Symposium, 3 papers, 2 workshops at the same time (6, sometimes 7 parallel sessions)
- The Conference Team tries to put strands for interest groups (Primary, Secondary...)
- Poster Sessions during lunch and the After-lunch-Concert. It would be good to mix DSF presentations with the General poster sessions.
- Board can use the room **I 103** during the whole Conference as working room
- General Meeting Thursday (14th February 2013) 17.45-18.45, after this it is possible to eat in the canteen, after this Valentine’s concert /Board will have its Board-Meeting then.

National Associations Meeting AV, SH

Last year was the first closed meeting of National Associations in Den Haag, it was more an informal meeting. They talked about their own Association. The main issue was attracting membership and advocacy, sharing Good Practice (new Associations want to learn from the well established ones). There is no plan so far how to work on in detail, but the participants want to keep this format.

Name of the session: “Session FOR Representatives of National Associations.” We could invite them to come with a poster, report on activities. This could be part of the exhibition.

SH, AV send out the invitation, Board (all) will help to push representatives to come.

DSF - MS

We should plan a meeting of SF and DFS into the schedule.

19.00 at Tuesday, the Board meets DSF and SF. **IM will put this into the Board Meeting schedule**

Widening the Network-Session, AV+SH

Initiative of Margret Barrett (ISME) towards AV: Eastern European Countries are not so well connected to ISME. AV suggested to organize a meeting for Eastern European Countries (at EAS/IRC 2013) who are not represented yet by NC's in the EAS or who have no connection with EAS at all. **AV and IM prepare a short ppt (6 slides with the main information on EAS).**

No decision so far on how and who we want to address reg. these countries.

Project Space at Conferences: Is this the right format? IM

Discussion:

A meet and greet of project workers. More discussion, not so many issues in the session. Good issues: Finding partners, give descriptions of projects that are in the room as handouts/poster, then there is not so much presentation.

Chairing at the Conference

TdB and team prepare a system/information for Chairs, there will be cards prepared to show presenters the time.

Quality of Presentations

TdB and team prepare Guidelines about the quality of presentations (use examples of ISME and RIME).

Call for Papers/Reviewing, TdB

130 papers, there was a little postponing of the deadline. Reviewers have been very friendly, almost no rejections. Reviewers had a lot of questions how to do it.

We have to decide about the formats / Cfp / Review process of EAS-Conferences → next Board Meeting

PRIME-group, how does it connect with EAS? IM

This might be one of the first Interest groups in EAS. Two session at the EAS-Conference, one issue of a German paper (Diskussion Musikpädagogik) that will be presented at EAS 2013.

Learning Outcomes platform SH, AV, IM

SH, AV, IM, FN are working on the new Learning Outcomes paper (LOs for Generalists), and will keep the board/EAS informed about next steps.

NE is presenting the topic of the Conference 2014. It will be around: “Learner-centered music education in the 21st century” “Inclusion” “Democracy”. E.g: “Music education for all. Democracy/social justice and inclusion as challenges for music learning in the 21st century” / “Democracy and inclusion and the music learner” Subtitles are important to shape it.

NE will send around suggestions for the title/ subtitles

Date of the Conference:

NE will e-mail around a proposal for the date (middle of May)

Cyprus Board Meeting

will be at 8th – 10th November. All: In case there is a problem members have to write in one week’s time to IM and NE.

6. EAS Conferences – General Concept

Conference Handbook, GK + all

Discussion:

- We should do it in a kind of flow-chart or in phases, not a strict time-line.
- Some things really have to have a clear deadline.
- Maybe give different strands (finance strand, content, organization).
- Finances: How can you foresee how many participants you will have? There are investments long before you get money from the Conference. On the other hand the host benefits from the International Community.
- TdB: Give the hint that there are some intimate traditions (the Conference host paying dinners at the board meeting in November...). Like: “It is not expected, but it is very welcome to invite the Board.” Give it as additional information.
- Give examples (tables) of one specific Conference as attachments, e.g.: How was the budget calculated?

Agreed Structure:

- Introduction
- Key-Elements, the Conference looks like this normally: ...
- The work behind:
 - Budget
 - Topic/Content
 - Organisation

EAS Board Meeting, November 2nd – 4th 2012 Leuven, BE

- Give the points that show the flexible aspects (Don't see this as fixed...or where you have to have negotiations)
- Examples (Excel files etc.) as attachments
 - A minimum agreement host/EAS: transfer of the money; clearing of who is responsible
TdB sends around an example during the next weeks
 - Agreement organizer/principal of the host institution
 - Every 2 years the agreement with ISME

GK sends around open discussion points so that she has finished the handbook including all attachments since the Leuven Conference 2013.

7. Evaluation of Conferences

SH, IM

We should also have qualitative answers. Both in paper and digital. Hand it to Thomas (Conference-organizers). The Conference hosts can add more items.

SH and IM will send around a proposal and finish the Evaluation Sheet.

First try next Conference (paper form).

GK puts it into the Conference Handbook.

GS, KBaur and the (General) Secretary: In case we get the funding they implement a digital evaluation tool at the Website

8. NEXT CONFERENCES 2015 + 2016

The order to ask interested hosts is:

1. Sweden (Anna Houman – Tommy Lindskog) AV gets into contact. In case this is negative →
2. AV and EK are activating NC's for the future to think about EAS-Conferences via E-Mails.
3. Rostock (Oliver Krämer), AV contacts.

Then:

- Italy - Padua (Michele Biasutti) /
- Spain, Granada (José Rodriguez)

- France (Marie-Francoise)
- Ireland (Regina Murphy)

9. Membership

TdB, all

Strategy institutional membership

We need to define clearly what is the benefit for institutional members. = The advantages of being an institutional member.

An institutional member ...

- ➔ Gets a free copy of the current book (European Perspective on Music Education) for their institutional library
TdB and the membership secretary send it.
- ➔ Newsletter – you can hyperlink important news or requests (activities events, request for teacher exchange, finding project partners, Erasmus)
IM puts this info into the next Newsletter
- ➔ There is a link on the EAS-Website to your URL for your institution/Association
(GS/TdB do that)
- ➔ For institutions: Unlimited number of persons do not need to pay individual membership (like a group of students)
- ➔ For Associations: Board members do not need to pay individual membership when attending the Conference
- ➔ For Associations: A free exhibition space at the EAS-Conference
- ➔ For Associations: Opportunities for dissemination of promotion materials for upcoming at EAS-Conferences

IM: Makes out a pdf of these advantages.

IM puts it into the next Newsletter.

AV and EK inform NCs about these advantages

IM sends it to GS/NK/KB to include it to the website.

NK: puts it on facebook

TdB: sends it out in December to all the members – at that time they will be reminded for the membership, He discusses beforehand together with AV, IM, GS the detailed info.

To clarify: How many free copies have we left? Are institutes who renew their membership sent an ICT or an artisty book? Should there be written a more persuasive text to the institutional members, or simply a reminder of paying their membership?

10. EAS 2014 – II

all

An action time-line (POSTER) for the future work with the Operating Grant is developed during the whole day.

Work on **Role descriptions** for 2014. Two working groups work out 1. The main tasks of the future General Secretary - 2. The tasks / character of meetings of EAS National Coordinators.

General Secretary (AV, SH, IM, BRP, MvB)

Very important things are highlighted in **green**

Newsletter:

- Collect issues from Board members and institutional members
- Group it
- send it on for language check
- sends it out to members

General Assembly:

- prepares the agenda next to the Chair (president)
- responsible for the procedure (according to the regulations)
- invite members
- supervise voting
- ensure minutes are taken and processed, distributed, archiving documents

Board Meetings:

- ➔ invitation for board members
- ➔ prepare and attend meetings
- ➔ Prepare the agenda with the president
- ➔ Ensure the preparation of minutes, distribute and archive all documents
- ➔ Support the president/treasurer with the annual reports (activities/finances)

Regulations:

- Make sure that we meet the regulations
- Supports amendments

Contracting:

- Prepare agreements with Conference hosts

- Prepare new/renew the Contracts with NC's

Daily business:

- Daily business in cooperation with other staff members
- Liaises with the board
- Respond to day-to-day enquiries (contact point) from outside at info@eas-music.org
- Support the president in the contact with third parties
- Scans the Website regularly and cooperates with the Webmaster and the Website-secretary
- Cooperates with Social Network means and videos at youtube channels a.s.o.
- Take time-Sheets of his/her own work

Marketing:

- Preparing marketing material – keep it up-to-date
- Takes care for branding

Strategy:

- Provide input into the development of strategies for EAS

Conferences:

- Attends conference and supports functions in the Conference
- Supports the president in liaising with the local Conference Committee
- Foresee the marketing for EAS

Archive:

- Taking care for archiving EAS material (minutes, Posters of Conferences, Photos, Musical Logos...)

Funding:

- ➔ Reporting for the Operating Grant
- ➔ Being part of the funding team in the future

(EK, GK, NK, GS, MS, NE)

EK: we have 26 NC-s at the moment, 14 of them were attending the NC-s meeting in The Hague last year (19.04.2012). The Report of that meeting was sent to all NC-s in May. Their experiences as a NC, their expectations from the EAS and also concrete tasks for the future were fixed in this Report (see the Minutes and the Report on the homepage). (Shortly from the Report: To Do by the end of May for the homepage: to send the welcoming text for the country, update the MeNet info on the homepage and send the missing

articles, send the information about the National Associations and Links). The working process for the homepage started quite slowly, some of countries had a huge work to do. Trying to activate the NC-s by sending them personal e-mails we can say that our website is changing. To get a quick overview about these changes I made a table of the current situation.

Lot of NC-s has worked hard and we are very grateful for that: the information is completed in homepages of Croatia, Greece (also Estonia); only one section is empty in countries like Latvia, Turkey and Poland.

But we can also state that the information in the section Countries as the whole is still not completed. Regarding the working process from May to November some question seems to be very actual:

Discussion:

Main questions:

1. What are the tasks for the NC-s?

- participating the conference
- participating the NC-meetings
- check the content on the country-section on the website
- give national input for the newsletter from time to time
- step by step develop a list of contact persons in the country /email addresses
- nominates the students for the SF
- communicate the DSF / activities of EAS
- make / keep contact with the national associations in music education
- if possible: inform about projects / help in networking
- try to build/develop a national team
- bring in national reports
- should be open to work together in the national coordinators group
- hopefully well connected with EAS

2. What could raise the responsibility of NC-s in their work? Why are they National Coordinators? Why do they take on this role?

We need to define clearly what will be the benefit (advantage) for the NC-s.

3. The Meetings:

Is a meeting the best way to activate them?

- the agenda is set by the NC's themselves, it is a meeting of the NC's not for the NC's!
- are prepared by a working group
- can be connected to the conference topic of the next conference
- provides space for discussion and communication
- lead to concrete further steps, like mini-projects, etc.
- are described by a report and presented on the website

11. EAS 2014 – III

Targeting funding for research projects, Primary Research project

MS

MS presents an idea about a research project on the confidence of Primary „Generalists“ teaching music, pilot study from MS in Britain, she plans a National Study at the moment

Research Interests:

- Beliefs of teachers about music as a subject in school
- Beliefs about whether music is teachable? (nature or nurture?)
- Views on their own musicality as teachers

AV: Could be a good project of EAS in 2014.

Doctoral Student Forum

MS

Only two applications so far.

We have to contact NCs to find more people, to encourage certain persons to come.

We are working on the timetable, we like the venue in Leuven.

MS prepares general information about the DSF format for the Website.

12. Collaboration forms with other Networks

AV, SH, all

AV has been to Budapest at the EMU-meeting, made close links to board members. EMU is evolving at the moment, they are in the forefront; working on the consequences of the Bonn-Declaration. They are a lot at the policy level. EMU has produced a practical small book with statistics.

It might be very important to put together the fact of **childrens' school and instrumental music education**.

This could be a common working issue for EMU/AEC and EAS.

Or: “musical progression of children”

AV has invited Simone Dudt to the Leuven Board Meeting in February. In the meantime AV will also meet Jeremy Fox.

EAS Board Meeting, November 2nd – 4th 2012 Leuven, BE

NAMM/ISME/EMC/EMU/EAS and others want to work together on **advocacy** for music education.

GS: We should not wait further but organize a meeting with all the associations already in Leuven. To give the impuls and framework for such a meeting by the EAS will bring us into a good network position and will help all involved institutions/associations to strengthen their focus and networking within music education (conferences, activities, overlap of interests etc...)

AV: We should organize a meeting with all the associations in Leuven or after Leuven.

AV will come up with a strategy for this during the next months and circles it beyond the board.

End of the meeting

18.30

Sunday, 4th of November

13. Board Elections

9.00

AV

Discussion:

AV: Now we have 10 board members and all of them want to stay. How can we broaden the scope of people?

TdB: EAS-members really do not feel involved in the voting process. With voting cards like ISME you materialize the voting.

SH: The nomination process is really generally open. So every two years it is in theory possible that the whole board changes.

GS: GS: It is a difficult problem to keep the balance: on one hand we all feel the importance and responsibility for a democratic process, on the other hand we will not like to have a whole new board, then the EAS-board is not able to work.

BRP: How are we working with a maybe bigger number of nominations?

SH: There is a nomination process, then members decide by voting.

IM: If we are not active now in asking new people we might end up with not many nominations next to ourselves.

SH: Idea for the future: Not have a biennial structure, but that there are some board members elected in the other year.

We have to limit nominations from one country.

NK: It is important that the persons need to have expertise. So shall we pre-select for certain expertise?

What do we do when we have 13 people? Do a list of 13 people, everybody has to tick 10 people. From twelve persons onwards we do the digital voting system. If it is only eleven persons, we could co-opt.

Decision about the Election procedure

1. Information letter to the members 5th of November from Secretary.
2. Answers until 1st of December to Secretary.
3. 1st – 7th of December: Secretary and Past President decide about the list of nominees (do they meet all the requests (is there valuable expertise and do the nominations meet the formal requirements.)
4. 10th of December: E-mail to members: Invitation for General Meeting, nomination list and info about election process
5. If we have 12 of more nominees: KB and TdB are preparing a digital means for voting.

EAS Board Meeting, November 2nd – 4th 2012 Leuven, BE

6. Voting begin 1st of January until February 14th noon.
7. At the Conference: Notice-board with all the candidates in the Foyer, please get into contact to them informally in case you want to get to know them better.
8. Digital Elections are done before Thursday noon. KB and the Past President check the results.
9. Informal information to the so-far Board Members about the results, little notice Board Team room I 103.
10. General Assembly (Thursday, 17.30) Past President announces the first ten persons. SH is guiding this process (= neutral person).
11. After the General Assembly the board has dinner together (room I 103) before the concert (= Board Meeting). The chair and the vice-chair of the board (=President and Vice-President) are elected by the board.
12. At the Closing Ceremony the names of President and Vice-President are announced.

We shall have a discussion about the regulations (geographical scope of the nominations, expertise, election process a.s.o.) at the next board meeting.

14. EAS Student Forum

BRP, KB, Tine Castelein

2 reports of the past SF are available at the website.

New rules:

- We have limited the age to the range of 21-29 because of the youth hostel rules.
Discussion: Please do not take the age as the criterium, but:
 - o You have to be in your initial training
 - o You shall be in the later years of your studies.
- The nominated have to be really coming from the sending countries (No Erasmus!)

We are at the starting point of the selection. We have found an interesting Workshop-leader (creativity and improvisation).

15. Student Network

KB wrote with Imre Ploeg a proposal of how to work – they are still in a working process.

- ➔ Open to former participants and for interested people on a whole.
- ➔ It should be well connected to the website. ??
- ➔ Platforms for material sharing.

IM: Connection with IMC? Connection with EMC? Connection with a new Education Network of the EC?

IM sends information about the new Education network of the EU to the board and KB.

Tine: It would be nice if the Board says hello to the SF on Monday evening.

Roles of Students in EAS

The current co-opted student delegates in the Board are

Tine Castelein (BE)

Kilian Baur (DE)

Imre Ploeg is “in the back” preparing together with them new strategies towards the Student network.

16. Website /Social Media/Videos

GS, KB, NK, EK

It is good to integrate the Conference-website into the main EAS-Website, we stick to it.

New possibility to publish Conference-papers is good, shall be further developed.

Conference-proceedings/Publications: NK prepares a list of Conference proceedings of the last years and will check if papers from Bolu can be involved on the member-section as pdf-files.

Thanks to Ene for her continuous communication with the NCs about the content for the country-section

Independent EAS-websites in different languages /countries are in general not necessary, we try to cover all those needs on the official website.

Most visited pages on the website

- activities
- conference page
- publications
- fora
- countries page

Social Media

167 members last April, 225 now, 63 persons are very active (from 24 countries).

11 members from USA, South Africa and Australia.

33 members are actively looking for content for Facebook

NK sends an e-mail to all NCs/ to inform them about the Facebook group and asks them to forward it to students in their countries. She copies in EK.

You-tube Channel We shall interlink the Website strongly to you-tube-channels.

TdB foresees Workshop and Keynote films for our channel from the Conference, but it has to be closed for EAS-members! Clarify the rights!!!

17. NC-meeting / NC's work /Countries-Sites of the Website

EK, GS

In The Hague we produced a good to-do-List.

- Infos for the Newsletter
- Welcoming text
- Update the meNet texts
- Information about National Associations integrate into the Country-Web
- Short reports about upcoming events.

EK sent a lot direct e-mails. At the moment a lot is happening. Problem is translating into English, KB and GS are preparing an information letter for NCs how to work for the Website. NCs will not go on working in the backend any longer.

No country has his/her own "National EAS-Website" – only inside the main EAS-Website.

AGREED BY ALL BOARD MEMBERS (9:0)

AV/GS will get into contact with Irena Mednanska about the Slovakian EAS-Website.

NCs brought in their own interest list during the last NC-meeting. AV, GS and EK during the next days prepare the invitation letter for the next NC-meeting. (next steps, steps in case we get the grant)

Olympiade

EK brings information to the Conference: Poster, could be a table with leaflets and information in the General Assembly.

18. Composer's Factory

AV

Will be discussed during the next weeks via E-Mail, AV will steer this process.

AV closes the meeting at 12.00 and thanks all the participants.

Extra to do's (besides concrete topics in the minutes):

All: take posters with you

All: activate the National Associations to come.

AV, IM, GS prepare a General ppt of EAS

SM and AV are revising NC agreements, new NC's tasks should go to the NC agreements, you have to have the possibility to translate for the Website.

EK has a current list of duties that have been done/not done.

IM: Putting the ppt of Creative-Europe to the project space on the Web and send it around.

Issues Next Board Meeting:

Short **Hello to the SF** on Monday evening.

We have to decide about the **formats and Cfp** of EAS-Conferences → next Board Meeting

Do we need more **E-mail-adresses**? Marijke

Regulations/Voting: SH: Idea for the future: Not have a biennial structure, but that there are some board members elected in the other year.

We have to limit nominations from one country.

How about voting in countries where we do not have NCs.?

Youth platforms (talk with EMC- Simone Duddt), SH: Think about an IP for students.

EAS-Website:

Responsibilities for reports, blogs to communicating with members.

SH: The website is very formal and stable at the moment.

MvB: The Navigation is a bit old-fashioned...

Conference: Should we have a EAS-activities programme strand in the Conference (like in Tallinn with meNet)? (Olympiade, ...)