

Minutes

Present: Adri de Vugt (AV), Gerhard Sammer (GS), Thomas de Baets (TdB), Branka Rotar Pance (BR), Gabriela Konkol (GK), Ene Kangron (EK), Nesrin Kalyoncu (NK), Mary Stakelum (MS). Sarah Hennessy (SH) Kilian Baur (KB), Imre Ploeg (IP): last two participated on Friday + Saturday morning

Absent: Isolde Malmberg (IM)

Minute-takers: BRP, GK, EK (IM composing the end document)

Friday, 2nd of December

Minute-taker: GK

Present: AV, BR, NK, EK, GS, TdB, GK, MS, KB, IP

1. Meeting with representatives of the institution / Conference-Team

The board had a short meeting with two representatives of the Royal Conservatoire, the host for the 2012 conference. The board met Martin Prchal, vice-rector of the institute and Aad de Been, head of the educational department. Furthermore Marijke van den Bergen, manager of the conference, was there.

2. Check of Agenda

AV + Board

Agenda was approved.

3. 3 Student Forum

BR, GS, IP, KB

- A report of the SF in Gdańsk is been published on the website.
- The Student Forum SF team consists of Branka Rotar Pance , Gerhard Sammer and Marina Gall (new team member) and two students who change every year. This year Kilian Bauer (DE) and Imre Ploeg (NL) are part of the team.
- The team argues that it is important to strengthen the student network

Action: for the next students forum: Branka will write a nomination letter the NC's; there will be a place provided on the website to put students work (posters) (one month before the event and to give more information on the forum like schedule and activities related to the main topics of the conference.

The team will think about how to connect students of the previous Students Fora. It's obvious that past students are now teachers. Ideas to build an maintain the network are: the use of social media, developing a questionnaire to find out what the past-students want, organizing a special meeting during the conference, etc. Branka and Gerhard will take initiatives in this.

4. Doctoral Student Forum

MS

- Mary reported positive feedback from students. They liked to be together in an international group; they liked to present a poster for the forum as a starting point.
- She suggests to have a meeting with students forum e.g. before the opening ceremony. A poster session of the Doctoral Students worked well in the last conference and should be continued.
- The team of the DSF consists of Mary Stakelum and Thade Buchborn.
- The forum will be limited to maximum 12 students.
- 10th (it says 3rd on the website) February will be the deadline; Students can submit as usual.
- We will not organize hotels, students book themselves, the are rooms from 85 EUR-125 EUR/ night.

5. Website Check

all

Session on checking the website, as a preparation for the long Website Session Saturday morning, main questions:

- What is still missing? How can we get / work on this information?
- What can be optimized?
- Where is the structure still unclear / misleading?
- How was my working on the resp. Website-area so far?
- Which part of the website will be my responsibility in the future – which kind of clarification/ support to I need to work on this?
- What is important for the future so that I/we all can work effectively for the Website?

Saturday, 3rd of December

Minute taker: GK

6. National Coordinators

EK, AV

- There are two new National Coordinators: Marie-Francoise Quinet (France) and Regina Murphy (Ireland). The Board is very pleased with this extension.

- There is no response from the national coordinators of Kosovo and Portugal. We will keep on.
- Many NC's did respond positively on the invitation for an NC meeting prior to the conference. EK and AV will prepare this meeting. Important however is that NC's take an active role in this meeting. We should ask them what they want. There are some issues to discuss with NC's, e.g.
 - the role of NC's relating to the students forum
 - possibilities for intensivating the NC work like e.g. through subgroup meetings. Lately this has been done in Croatia.
 - organising a meeting for teachers (Comenius project?) or a pilot platform
 - How to build a national network
- All contracts of the NC's are renewed and harmonised. This means that all contracts run until February 2013. The agreement (description of the roles and tasks of NC's) has been sent along with the contract. There are issues like NC's are expected to come to the conferences, they have to take care for the network, etc.
- We agreed that board members should in principle to be recruited from the NCs. Finding another NC will broaden the network.(I thought we had agreed that once a board member NCs should pass on their NC role to someone else)
- We agreed that NC's should be chosen by the EAS board.

7. Website

GS, KB, NK

The following ideas/statements/questions were brought in:

- all board members have the responsibility for the website;
- it is important to decide what should be on the EAS website or on the institution website;
- in the membership section- for members- the login should be on the right hand side to make it more user-friendly;
- Music education in Europe (instead of European countries)
- NC's should bring updated information about the countries;
- images/photos should be added to the "history of EAS"
- MAP and navigation on the left hand side;
- A bigger map of Europe, quality of images, past conference- a sentence on the main page;
- the upload of new info is limited to a few people who know how it works;
- there are "Publications"- "reports" and "Related reports" e.g. Bonn declaration which is not EAS publications;
- More use of social media;
- the minutes must be shared with the members:
- "links"- to the music education journals, and categories like organizations, associations, journals
- students should be added to the list of board members;
- is Music Olympiad an EAS activity? Better: "Cooperative EAS-activities",
- welcome words from NC's;

- there are some countries that haven't been in meNet, so we don't have the information about the music education in their country;
- is there is a way (special tool) to find what people navigate from the website?;
- we should think of video format, broadcast.

Decision/Responsibilities:

- Ene- NC's, country page;
- Sarah- calendar;
- Nesrin, Thomas, Gabriela- conference page structure team;
- Branka- SF;
- Imre- SF up-to-date, social media;
- Mary- doctoral students forum;
- Thomas- membership procedure, conference page, video;
- Isolde - project space
- Gerhard, Adri- pdf's of already published books.

Minute taker from here: BRP

8. Membership

TdB, AV

- Information on the **EU-bid / missinginstitutionalmembers / NationalAssociations AV/**
- Future **policy** reg. Institutional membership - group work
- Presentations and discussion of group's ideas
- decisions on strategies and future tasks

AV reported about EU bid. EAS has submitted an application for EU funding. It has been rejected because the European Commission doesn't accept National Coordinators as legally established members. In case their institutes had been members, the chances should have been much better. We will take this into account at our next submission. We must move on with getting the institution as a members and national association as a member (for funding we should work on how to reach institutes and not just individual members).

What do we offer to members is a.o. to be affiliated, getting support in project running, using the network, having access to certain pages ... We need to consider more benefits for institutional and individual members.

National associations are more important because we can reach bigger amount of people. A policy in this can be offering them free membership for one year – open invitation for the seminar inside the conference (one association per country), etc.

Action:

- 1. MS will e-mail Regina Murphy to ask her for the participation at the seminar inside the EAS conference forum**
- 2. AV will write and invite Christian Rolle**
- 3. NK will ask the president of their associations.**

Decision: There will be a closed session of representatives of national associations which responded at the EAS conference in The Hague. There will be national representatives, NC's from those countries and a board member.

TdB presented a list of the members (year 2011).

Free membership is working just for one year (case of the SF).

He will send e-mail in January to renewing the membership.

NC could be informed about members.

Decisions:

- **Membership for all students («normal students» and doctoral students) - free membership for two years.**
- **SF participants don't pay the conference fee.**
- **Doctoral students pay 75 EUR for all: participation at the doctoral student forum, participation at the conference and free membership for one year.**
- **Students who visit our web pages and are interested to become members (we offered free membership for one year) they can become members, must send the copy of student card for confirmation of the status.**
- **Institutional members (100 euro) can bring up to 5 people. One voting person. Sarah will write a text about institutional membership for the homepage.**

Action: GS and his team will implement this information to the Website.

We may relate institutional membership to the students forum. Students from the institutional members can be given way.

9. EU - Networks and cooperation policy

ISME/EMC

SH, AV

EAS is affiliated to EMC/IMC. These umbrella organisations are important on the political level.. This means that we are asked to contribute e.g. by writing annual reports and giving input to their policy. Important is as well to attend their conferences which are always in the third week of April. We might note this when scheduling our conferences. We are in a different relationship with ISME. This is more based on an equal level. We cooperate with them.

Eight board members will attend the ISME conference (Greece, July 2012), SH is nominated for the next ISME board. The ISME- regional conferences should be prepared in cooperation. The next one is in Leuven.

ISME actions:

- **SH will write to FN to have a discussion how we can make a contribution**
- **SH will also ask who is the contact person for the Congress in Leuven which it will be an ISME regional conference.**
- **MS will contact Graham Welch (ISME board member)**

Cooperation in projects

After a discussion about inviting people from other networks or organisations (or a EU expert) we decided to invite AEC for one hour and one member of other net/association.

The Composer's factory is currently a partner in silence. **AV will write a letter about what is their time plan is.**

10. Wider future strategies

An important task is to work on the EU-bid 2013. We should be more precise and clear – what amount of money do you ask for our activities. Activity which should be covered from Brussels:

- Pay the administrator (flexible),
- NCs meetings, board meeting, sub-board meetings
- Publications (ICT in January 2012, next book at the same publisher; books based on the conferences best papers)

Sunday, 4th of December

Minute-taker: EK

11. Regulations

We discussed some (slight) changes in the regulations.

The election of the president is not executed as it is stated in the regulations. The practice until now has been that the president is named by the board. The members agree or not. We agree that this policy works, but we should be more precise. It is a question of philosophy. If we see the board as a team – then it would be better to elect the board. Members are electing a board. The board appoints a chair (president) and a vice-chair.

The process in general assembly will change slightly: the new board is elected during the assembly. The new board withdraws and decides about president and vice president. During the closing ceremony this will be announced.

Concerning nominations we realize that other organisations are making much more nominations than there are seats. If we want this, it is necessary to invite and encourage NC-s to be nominated. We agree that one year of membership is necessary to be a nominee.

Decision: maximum period for being the board member will be 6 years and every 2 years one must be re-elected. It will be necessary to explain why one wants to stay in the board – motivation letter.

10 members is a perfect number for the board. Now it is 9 members, 2 students and 1 or 2 co-opted members

About covering the costs: (connected to the number of the board). Next topic to discuss is – EAS will cover only the board meetings and not conferences.

Action: AV and IM will prepare the re-written regulations for the next board meeting. Elections will be in Leuven.

12. EAS-Newsletters/info-policy/marketing/Social Media

AV, NK, IM

The Newsletter has been appreciated. For the next issue it should be discussed what sort of texts, responsibilities, length we want.

There is a need for the use of Social Media. Other networks and associations do use this as well. It will broaden the network and activates members in discussing and sharing ideas.

Decision: Facebook page must be open.

Action: NK will make guidelines for the page: definition of the group, what are the topics of discussion in this page. It should be written that this is official group of EAS

Contact: link with the EAS website, sharing functions.

13. Reports

Olympiad

EK reports about the Olympiad. A road map of all activities is made. Slovenia, Lithuania, Latvia and probably Poland are organising national Olympiad. EAS supports the initiative. Some board members have attending the preparation meeting in Tallinn and will attend the Olympiad as well. Accommodation cost will be covered the organisers, travelling cost should be covered by EAS board members themselves.

Action: EK will prepare abstract for presentation Olympiad for the conference in the Hague (presentation and promotion of Olympiad)

Handbook

GK is working on a Handbook for Conferences.

Content:

Checklist – questions list – what costs have been covered etc...

Format for the conference timetable.

Review guidance format and examples.

ICT book

Marina Gall, Gerhard Sammer and Adri de Vugt are the editors of a book on ICT. It is expected that the book is available in January. Title: European Perspectives on Music Education. Publisher Helbling. This first book might be the first one in a series of EAS books. We might publish a book after each conference, preferably not a proceeding book but a publication which highlights contributions of a conference.

Financial interim report

TdB informs about the current financial situation. Although our membership is increasing, our budget is limited. Last year most of the budget was spent on the renewal of the website. The total overview will be available at the general meeting in april 2012. Important is to calculate expected costs in order to have a budget plan.

Action:

- **TdB will prepare the budget plan for the next year based on the past projection.**
- **He will also send the invitation for renewing the membership at the beginning of the year 2012.**

Decision:

Honorary members FN and JS have free access to the conference. We don't have a procedure for such members for inviting them on the conference. This time AV is writing to them.

14. Conference 2012

The Royal Conservatoire organises in consultation with five national organisations the conference. By this a larger community will be reached and the conference represents the Netherlands in stead of one institute. AV shows the conference schedule.

The students' presentation will be after the keynote – 30 min presentation (on Friday).

Keynotes will last 40 min and then discussion.

Change: Doctoral SF will start on Wednesday!

General assembly will take 1 hour

The Students forum will have a plenary presentation, The presentation of the doctoral students forum is not plenary. EAS will have a one hour session on projects.

There will be scheduled a board meeting during the conference (30-45 minutes)

15. Conference 2013 TdB

Leuven (13 - 16 February 2013) Belgium

TdB presents the logo, institute, Conference title: The Reflective Music Teacher

Important dates

Board meeting Leuven: November 2-4, 2012

Deadline for submissions: October 1, 2012

Feedback: December 15, 2012

Early bird registration: before January 15, 2013

Opening Ceremony: February 13, 2013

Closing Session: February 16, 2013

Board meeting: February 11-13, 2013 (?)

SF: February 11– 14, 2013

DSF: February 12 – 14, 2013

ISME regional conference issues

Action: SH will write to FN to ask him about the procedure - conference in Leuven can be also regional conference. There should be much more cooperation in the preparatory stages. We would like to connect these two conferences.

16. Conference in Cyprus 2014

This conference will be organised by two institutes. They planned the date (week after Easter – third week of April)

Decision: At the EAS board meeting in Leuven in Autumn 2012 we will co-opt Natassa Economidou Stavrou to the board.