

Welcome to AEC General Assembly Zagreb (Saturday, 11 November 2017)

Agenda

English Reader: p. 38

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1.Minutes of the General Assembly Gothenburg (12 November 2016)

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Italian Reader: p. 40



2. President's Report on Activities: Annual Report 2016 and activities to November 2017



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AEC Members

- 297 members
- 256 Active Members
- 41 Associate Members
- The current situation will be confirmed in Item 11



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AEC Council (November 2016-17)

- President: Eirik Birkeland, Oslo, Norway
- Vice-Presidents: Georg Schulz, Graz, Austria; Deborah Kelleher, Dublin, Ireland
- Secretary General: Harrie Van Den Elsen, Groningen, Netherlands
- Council Members: Kaarlo Hildén, Helsinki, Finland; Jacques Moreau, Lyon, France; Ingeborg Radok-Žádná, Prague, Czech Republic; Evis Sammoutis, Nicosia, Cyprus; Claire Mera-Nelson, London, UK; Elisabeth Gutjahr, Trossingen, Germany; Lucia Di Cecca, Frosinone, Italy; Zdzisław Łapinski, Krakow, Poland
- Co-opted member representing Associate members: Bernard Lanskey, Singapore

AEC Council November 2016-17

Council and Executive Committee meetings in 2017 about:

- Strategic Plan 2016-2020
- Sustainability Plan
- AEC meetings and platforms in 2016 and 2017
- 2017 Congress and GA
- AEC projects, activities and external relations
- Membership matters, election rules
- AEC finances

AEC Office Team



Sara Primiterra
Events manager



Stefan Gies
Chief Executive
Officer



Linda Messas
General Manager AEC /
Director of MusiQuE



Esther Nass
Office Coordinator



Paulina Gut
Student Intern



Ángela Domínguez
Project/
Communication
Manager



Jef Cox
Project coordinator AEC
/Policy and Review
Officer MusiQuE



Tatiana Papastoitsi
Student Intern

AEC Projects 2017

FULL SCORE Final Outcomes

- A Steering Committee for the Harmonisation of European Music Education (SCHEME);
- Two sets of Standards for Pre-college Music Education and for Classroom Music Teacher Education Programmes;
- The AEC Learning Outcomes 2017;
- Contribution to the European Agenda for Music;
- European Online Application System - EASY;



AEC Projects 2017

FULL SCORE Final Outcomes

- Job Vacancy Platform for Higher Music Education Institutions
- Three Pop and Jazz bulletins on the topic The Audience [Re]-Engaged
- Study: Tracking Alumni in Higher Music Education - Report on current institutional practices
- Student Handbook: Increasing Student Voice in HME institutions



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RENEW Project

- **Objectives:** promote entrepreneurship as an important component of HME programmes
- **Activities:** 5 Student bootcamps and two Teacher training sessions
- **Final Outcomes:**
 - Development of a **Joint Module on Entrepreneurship**
 - Development of a **Reflective Portfolio on Entrepreneurship**
 - **Partners:** Det Jyske Musikkonservatorium (DJM), Hogeschool der Kunsten Den Haag (KC), Guildhall School of Music and Drama (GSMD), Sibelius Academy of Music (SIBA), Norges Musikkhøgskole (NMH) and AEC

AEC Projects 2017

- FULL SCORE (2014-2017)
- RENEW - promoting entrepreneurship in the digital era (2016-2018)
- NAIP - The Music Master for New Audiences and Innovative Practice (2016-2018)
- VOXearly MUS (2015-2018)
- The European Chamber Music Academy (ECMA)- Next Step (2015-2018)
- 'Modernising European Higher Music Education through Improvisation - METRIC' (2015-2018)
- NXT Project - Making a living from the Arts (2015-2018)



AEC Annual Congress and Meetings 2017

- Pop & Jazz Platform, London (17-18 February)
- Early Music Platform Forum, The Hague (23-24 March)
- EPARM Conference, Antwerp (23-25 April)
- IRC Meeting, Tbilisi (21-24 September)
- AEC Annual Congress, Zagreb (9-11 November)



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Advocacy work

- Hearing at the European Parliament
- Regular meetings with representatives of EACEA
- Contacts to members of the European Parliament

Contacts with organisations at national level:

- Italian Ministry for Higher Education
- Nordic networks
- ANESCAS and ANdEA
- DAAD

AEC Network Partners

Enhanced cooperation with i.a.:

- The European Music Council (EMC)
- The European Music Schools Union (EMU)
- The European Association for Music in Schools (EAS)
- The European Jazz Network (EJN)
- European University Association
- The Performing Arts Employers Associations League Europe (Pearle*)
- IMZ - International Music and Media Centre
- Culture Action Europe
- Opera Europa
- ELIA, Cumulus, Cilect, IMC



U-Multirank

U-Multirank this year will not publish a ranking

Next year there will be a second open call



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News from the Regions

Report on feedback from regional meetings:

- English reader (p.89), French reader (p. 92), German reader (p.96), Italian reader (p.92)

Looking ahead - AEC in 2018

New Project: Strengthening Music in Society (SMS)

Upcoming events in 2018

- Pop and Jazz Platform, Pescara (9-10 February)
- EPARM Conference, Porto (22-24 March)
- Early Music Platform Forum, Bucharest (25-26 May)
- IRC Meeting, Birmingham (13-16 September)
- AEC Annual Congress and GA, Graz (8-10 November)

3. Elections to the Executive Committee



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Conservatoire de la Région de Bruxelles-Capitale



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Appointment of second Election Officer:

- Miren Iñarga, Musikene, Higher School of Music of The Basque Country, appointed in 2016, serves for a 2nd year in 2017
- Council proposes Rico Gübler, Musikhochschule Lübeck to be appointed for 2017 and 2018



Elections to the Executive Committee (ExCom)

1 vacant seat

- **AEC Vice - President:** current member, Georg Schulz
- eligible to stand for re-election, has completed his first term



Candidates for Executive Committee (ExCom)

Candidate for AEC Vice-President:
Georg Schulz, Kunstuniversität, Graz,
Austria

Voting procedure

- **ACTIVE** members will **NOW** proceed with the election of the **AEC Vice-President**
- Votes will be counted under the supervision of the election officers in the organ room; the result will be announced **later during GA** (agenda point 10)
- Reminder:
 - Only **1 person per ACTIVE member** institution can vote
 - Persons holding Proxy vote(s) should fill in extra voting form(s)
 - An **absolute majority** of casted votes is sufficient for the candidate's election to be confirmed.

4. Decision on Council election rules

Election rules

- GA 2016: alternative election rules presented
- Voting was postponed until this year
- Letter in March, Letter in July

Election rules

Representatives of all active member institutions can apply for any vacant seat on Council, regardless of any other geographical concern than the rule on country representation stated in the statutes (below). The candidates are elected by all active members, regardless of any geographical concern.

5.4 Members of Council including the Executive Committee are elected from among the representatives of active member institutions by the General Assembly (see Article 7). No country may be represented in the Council by more than one member at any given time. A regional and geographic balance of the membership of the Council is recommended.

5. Approval of the revised AEC Strategic Plan 2016- 2020

Eirik Birkeland, AEC President

Vision

AEC is the leading voice for Higher Music Education in Europe, a powerful advocate for its member institutions.

AEC sees professionally focused arts education as a quest for excellence in three areas: artistic practice; learning and teaching; research and innovation. It seeks to foster these elements and to encourage the diversity and dynamism with which they are pursued in different institutions, countries and regions.

AEC understands and supports music and arts education, together with cultural participation, as central contributors to quality in human life, and inclusive societies founded on democratic values.

Mission

AEC works for the advancement of Higher Education in the performing arts, primarily focusing on music. It does this based on four pillars:

Pillar 1: Enhancing quality in Higher Music Education

Pillar 2: Promoting participation, inclusiveness and diversity

Pillar 3: Strengthening partnership and interaction with stakeholders

Pillar 4: Fostering the value of music and music education in society

Pillar 1: Enhancing quality in Higher Music Education

- AEC will promote excellence across Europe in relation to artistic practice, learning & teaching and research & innovation
- AEC will foster internationalization
- AEC will support the education of graduates with high professional standards, well prepared to work in a diverse and rapidly changing, globalised society

Pillar 2: Promoting participation, inclusiveness and diversity

- AEC will promote the diversity of approaches to Higher Music Education
- AEC will support its members in different regions of Europe in ways that are appropriately tuned to their diverse needs and priorities
- AEC will strengthen the student voice inside the association and its membership

Pillar 3: Strengthening partnership and interaction with stakeholders

- AEC will engage with organisations dealing with higher education policy at European level
- AEC will connect the levels and branches of the music education sector, helping it to become a united voice for music within the cultural and political debate
- AEC will strengthen dialogue with organisations dealing with arts practise, arts education and culture and strengthen interdisciplinarity

Pillar 4: Fostering the value of music and music education in society

- AEC will represent and advance the interests of the Higher Music Education sector at national, European and global levels for the greater societal good
- AEC will work to increase opportunity and access to Music Education
- AEC will assist its members in engaging audiences in an evolving cultural environment and in exploring the musical needs in society

Ensuring operational excellence

- AEC will perform all the functions of an effective and efficient member association, with clear governance and a well-run, proficient and dedicated office team
- AEC will strengthen its financial sustainability and strive to become more independent from project funding
- AEC will strengthen and improve the communication to and from members and reinforce its role as an information platform and as a “trend scout”
- AEC will develop its relationship with its members

Approval of the revised AEC Strategic Plan 2016-2020

Strategic Plan 2016-2021

6. Discussion on the proposal for an AEC Sustainability Plan

AEC Sustainability Plan

Fundamental AEC principle:

- To keep the costs as well as the financial burdens on AEC members as low as possible

Aim of the plan:

- To enable AEC to maintain the high quality of its work

Objective of the plan:

- To progressively decrease the extent to which the Association's income is dependent on project funding and to ensure that AEC relies on a more stable income.

AEC Sustainability Plan Proposal

1. Setting targets for AEC's sustainability: the AEC beyond 2021 – which expenditure?
2. Setting targets for AEC sustainability: which income strands and in which proportion?
3. Revising AEC income strands
4. Implementation of the Plan: adjusting the income strands progressively, from 2019 to 2022

AEC Sustainability Plan Proposal

1. Setting targets for AEC's sustainability: the AEC beyond 2021

Principles

- Maintaining a high level of activities run by the AEC Office in Brussels in its current composition (6 full-time staff members and 2 interns)
- Covering travel and accommodation costs for members of Council and of four working groups
- Raising AEC staff members' wages to a fair and reasonable level in line with Belgian standards and with the level of expertise present in the team
- Building up financial reserves amounting to 10% of AEC total annual budget.

Estimation of expenditure (beyond 2021)		
Goods and services costs	€	189'979.46
Staff costs	€	386'666.47
Additional travel, accommodation and subsistence costs	€	50'000.00
Estimated expenditure (beyond 2021)		€ 626'645.93

2. Setting targets for AEC sustainability: which income strands and in which proportion?

Income strands	Income received in 2016 for comparison	Future income if only inflation was applied (+1.5% per year)	Future income to be received
A. Membership fees to be received	€ 262,395.99	€ 282,075.69	€ 365,091.27
B. Events fees to be received	€ 121,788.15	€ 130,922.26	€ 172,480.00
C. Fees to be received for services (C1. Pre-AEC event seminars, C2. sponsorship at events, C3.project applications reviewing or writing)	€ 3,750.00	€ 4,031.25	€ 20,800.00
D. Project funding for staff costs and indirect costs	€ 98,881.33	€ 106,297.43	€ 24,000.00
E. Reimbursement from MusiQuE: coverage of staff costs (1FTE) and of overhead costs	€ 15,562.71	€ 16,729.91	€ 45,000.00
Total	€ 502,378.18	€ 540,056.54	€ 627,371.27
Reserves to be built in 2018-2021			€ 62,737.13



AEC Sustainability Plan Proposal

3. Revising AEC income strands

A. Membership fees to be received

Step 1 for all members: inflation rate is applied (+1.5% per year).

Step 2: for countries in which the GNI is equal to or higher than 35,000 international dollars:

The membership fee (incl. inflation) is raised in order to reach a proportion of the GNI that is close to 3%.

Step 3 for all members: The fee (incl. inflation) is adjusted based on the number of music-related students in the institution

3 categories of institutions have been formed based on the amounts of students.

Category 1: More than 700 students	Category 2: 200 – 700 students	Category 3: Less than 200 students
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AEC Sustainability Plan Proposal

B. Events fees to be received

Event	NEW Early Bird fee	NEW Full fee
Congress	300.00	400.00
IRC	180.00	240.00
PJP	160.00	220.00
EPARM	150.00	210.00
New AEC event (e.g. L&T platform?)	140.00	200.00



AEC Sustainability Plan Proposal

3. Revising AEC income strands:

- A. Membership fees to be received
- B. Events fees to be received
- C. Services Fees to be received
 - C1. Pre-AEC event seminars
 - C2. Sponsorship at events
 - C3. Project applications reviewing or writing
- D. Project funding for staff costs and indirect costs
- E. Income from MusiQuE





AEC Sustainability Plan Proposal

4. Implementation of the Plan: adjusting the income strands progressively, from 2019 to 2022



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AEC Sustainability Plan Proposal

Comments (in addition to those made in regional meetings)?

Vote on the principles of the plan

- including overall levels of expenditure and income
- Including the implementation of the plan from 2019



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7. Financial report of the Secretary General

Financial Report

- Report on AEC Accounts 2016
- Vote on the proposed membership fees for 2018
- Forecast outturn for 2017 and Budget proposal for 2018
- Appointment of auditors for the 2017 accounts.

Financial Report

Report on AEC Accounts 2016

- Report by the General Manager and the General Secretary + summary of accounts included in the AEC Annual Report 2016, Chapters 6 and 7.
- Available online, at <http://www.aec-music.eu/publications>
- Complete Annual Accounts (English only) available on request

Approval of 2016 accounts

AEC members approved the accounts for 2016 in June 2017:

- 48 in favour
- 0 against
- 2 abstentions

Financial Report

External Auditors for the 2016 Accounts:

- Paolo Troncon, Conservatorio Di Musica Di Castelfranco Veneto A. Steffani
- Peter Dejang, Orpheus Institute Gent

As part of the online voting process, they recommended approval of Accounts in June 2016

Financial Report

Proposed membership fees for 2018

(Reader p. 73 in English, p. 76 in French, p. 80 in German and p. 76 in Italian)

These have been adjusted in line with:

- The 2016 GNI figures
- The indexation of salaries in Belgium (1,5%)

Financial Report

Forecast Outturn 2017

(In separate paper distributed at registration)

Total expenditure: € 657,164.91;

Result: - € 10, 405.67

Vote on Forecast outturn 2017

Financial Report

Budget proposal 2018

(In separate paper distributed at registration)

Total expenditure: € 762,599.67;

Result: € 9,814.71

Vote on Budget proposal 2018

Financial Report

Appointment of two auditors for 2017 Accounts

Two colleagues have been approached

- Peter Dejans, Orpheus Institute Gent
- Diana Mos, National University of Music Bucharest

Approval of auditors

8. Decision on the continuation of simultaneous translation provided during the AEC Congress

Translation Costs

Congress and GA translation costs 2016	
Total Costs Written Translations FR DE	€ 4,196.20
Total Costs Written Translations IT	€ 3,581.00
Cost Simultaneous Translation FR DE Service	€ 5,995.81
Cost Simultaneous Translation IT Service	€ 2,997.91
Cost Simultaneous Translators Flight and Hotel FR DE	€ 2,325.26
Cost Simultaneous Translators Flight and Hotel IT	€ 1,176.13
Total Costs Translations	€ 20,272.30

The AEC Council believes that the costs for simultaneous translation (€ 12,495.11) are not in adequate proportion with the number of participants using that service (app. 10 persons in 2016), especially when compared to the costs-use ratio for written translation (€ 7,777.20), which are used by the respective Congress Participants

Simultaneous Translation

The Council proposes to stop, from 2018 onwards, providing for simultaneous translation during the AEC annual Congress and GA, while keeping the written translation.

Instead, it is planned to translate more written publications in more languages than before. In addition to English, French, German and Italian, this might be in particular Spanish and Polish in order to cover the six biggest language communities inside the European Union

9. Matters related to MusiQuE, the European subject-specific quality enhancement body for music

MUSIQUE QUALITY ENHANCEMENT



Education and Culture DG

Lifelong Learning Programme



AEC



MusiQuE's activities in the past year

- **Review procedures carried out since November 2016:**
 - 2 institutional quality enhancement reviews
 - 59 programme reviewed for accreditation
 - a pilot review of a research unit
 - a pilot review of a pre-college music institution
 - a joint collaborative review with a national QA agency
- **Trend analysis (2014–2016):**
 - trends in Higher Music Education based on reviews conducted by MusiQuE
 - Higher Music Education institutions are committed to achieving the highest possible standards
 - valuable resource for AEC policy development

MusiQuE Board composition 2017

○ **Members mandated by the AEC**

- Bernd Clausen, University of Music Würzburg - nominated in November 2016
- Gordon Munro, Royal Conservatoire of Scotland, Glasgow (Secretary General and Treasurer) - nominated in 2015
- Martin Prchal, Royal Conservatory The Hague (Chair) - nominated in 2014
- Student member (to be confirmed)

○ **Member mandated by Pearle*-Live Performance**

- Momchil Georgiev, Secretary General of Bulgarian Association of Employers in Culture (BAROK) - nominated in May 2017

○ **Member mandated by the European Music School Union (EMU)**

- Helena Maffli, EMU President - nominated in 2014

Peer-reviewers Register

- **73 peers** from AEC member institutions
- MusiQuE recruits new peer reviewers from AEC member institutions every year
- How to get involved? Participate in the next **MusiQuE Peer Reviewers Training Session** (November 2018)

Annual meeting with the AEC President and CEO

- Exchange views and discuss issues of mutual concern
- A ***Strategy Paper on AEC-MusiQuE Cooperation*** to be developed
 - vision on the roles and the relationship between both organisations
- Other topics discussed:
 - AEC-MusiQuE Staff convention
 - transfer of standards for Pre-College Music Education and Classroom Music Teacher Education

Upcoming activities

- Strategic and business plan
- Upcoming reviews procedures
 - 2 more review procedures in 2017
 - 8-10 review procedures being planned for 2018
 - pilot of 'critical friend' approach

Contact

- Website: www.musique-qe.eu
- Request a MusiQuE review? Contact us at:
info@musique-qe.eu

MusiQuE Board members

- 1) New student seat
- 2) Renewal of the mandate of the Chair of the Board

Appointment procedure for the Board member

- Open call in September to all AEC member institutions: 6 candidates
- AEC Council prepared recommendation
- AEC GA asked to endorse the recommendation

MusiQuE Board members

Proposal to AEC GA

The AEC Council nominates 3 students for the position of student member of the MusiQuE Board in the following order:

1. Elisabeth de Roo,
2. Rosa Welker
3. Vera Maria Seco Alfonso

AEC Council also supports the appointment by MusiQuE of Martin Prchal for a second term as Chair of its Board.

(See CVs and letters in Reader

GA is asked to endorse this recommendation.

10. Announcement of the Executive committee election results and elections to the Council

Election to the Council

2 vacant seats

1 current member stands for re-election:

- Claire Mera-Nelson, Trinity Laban Conservatoire of Music and Dance, London, UK

1 current member is not standing for re-election:

- Evis Sammoutis, European University Cyprus, Nicosia, Cyprus

Election to the Council: Candidates

- **Claire Mera-Nelson**, Trinity Laban Conservatoire of Music and Dance, London, UK
- **Iñaki Sandoval**, University of Tartu Viljandi Culture Academy, Estonia

Voting procedure

- ACTIVE members will proceed with the vote when leaving the room
- 2 Members of the AEC Office staff are standing with ballot boxes and will gather the votes
- Votes will be counted under the supervision of the election officers; the result will be announced **at the end of the Closing session**
- An **absolute majority** of casted votes is sufficient for the candidate's election to be confirmed

11. Confirmation of new members, withdrawals and expired membership

New Active Members

- Istituto Superiore di Studi Musicali Claudio Monteverdi, Cremona, Italy
- Institut d'Enseignement Supérieur de la Musique Europe et Méditerranée, Aix-en-Provence, France
- New Bulgarian University, Department of Music, Sofia, Bulgaria
- Westerdals Oslo School of Arts, Communication and Technology, Norway, Oslo
- Royal Welsh College of Music & Drama

Withdrawals

- Mason Gross School of the Arts, New Jersey, USA
- University of Salford, Manchester, UK
- Conservatorio di Musica “G. Cantelli”, Novara, Italy
- CRR Strasbourg, Strasbourg, France
- Conservatorio di Musica “F. Cilea”, Reggio Calabria

Expired membership

- CRR “Piere Barbizet”, Marseille, France
- Conservatorio di Musica “F. Toffrefranca”, Vibo, Valentia
- Universitatea Transilvania din Brasov
- Kharkiv I.P. Kotlyarevsky National University of Arts

12.Future congresses

- University of Music and Performing Arts, Graz, 08 to 10 November 2018
- Conservatorio Statale di Musica “G. Verdi”, Turin, 07 to 09 November 2019

Contact Sara Primiterra at events@aec-music.eu if you wish to host future events!

13.Any other business

(To have been notified to the chair
beforehand)



Council Election

You can now continue to proceed with the vote for Council seats, **ONLY** when leaving the room for the coffee break.

The votes will be collected at the entrance of the theatre.



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