## ARTEMIS Clusters

Mutual Support Platform for Curricular Innovation

## Action plan

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| Name of the institution |  |
| Scope of the curriculum innovation |  |
| Overall time frame for the curriculum innovation |  |

## Guidelines for institutions preparing their Action Plan

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| **WHY?**  Please indicate what are the reasons why your institution is undertaking a curricular innovation, what are the objectives of your curricular innovation and what is the rationale behind it. Please also indicate what opportunities this innovation holds.  *For this part, feel free to copy information you had inserted in the form you prepared in December 2022/January 2023 to indicate your interest in taking part in the clusters.* |
| **WHAT?**  Please explain briefly what the curricular innovation is about, and what the ﬁnal product or goal is expected to be. You may also describe what it is not.  For example, introducing more flexibility in the curriculum or changes in recruitment procedures, further differentiating BA and MA programmes, developing a 3rd cycle programme, etc.  *For this part, feel free to copy information you had inserted in the form you prepared in December 2022/January 2023 to indicate your interest in taking part in the clusters.* |
| **CONNECTION WITH SMS AND ARTEMIS PROJECT THEMES (optional question)**  How does the curricular innovation connect with the changes related to the work conducted in the [Strengthening Music in Society (SMS](https://aec-music.eu/project/aec-sms-2017-2021-creative-europe-network/)) and [ARTEMIS](https://aec-music.eu/project/empowering-artists-as-makers-in-society/) projects: in what way will this curricular innovation empower your students to become makers in society? |
| **HOW?**  Describe the process\*: indicate which actions you are planning to take to start/ pursue/ finalise the curricular innovation. What milestones do you expect to see?  For example, an action could be to “explore and plan how the various processes will be ﬁnanced”.  For inspiration, please see time management planning templates ([Gantt chart](https://www.gantt.com/), [Kanban Board](https://kanbanize.com/kanban-resources/getting-started) etc.)  *\*Remember the process might not be linear.* |
| **WHO?**  Please indicate who (i.e. which colleagues, what group and/or structure in the institutional community) will be involved in leading and participating in the various actions (see section “How?”).  For example: students, teachers, staff, alumni, working field, etc. |
| **WHEN?**  Please indicate the time plan for each step of the curricular innovation process. By which date should each action be completed?  When do you know that you have succeeded with the action? |
| **RISKS AND CHALLENGES**  What are the risks and challenges to consider and how might you deal with them?  E.g. in relation to human factors, financial matters, logistics, legal framework  For inspiration, see information on [risk management process](https://www.lucidchart.com/blog/risk-management-process) and on [PESTLE analysis](https://www.bbc.co.uk/bitesize/guides/zcjhfcw/revision/2) (to understand the impact of outside factors on an organization). |
| **RESOURCES**  Please also consider what kind of resources are needed to be able to lead and implement change and conduct the various actions (e.g. in relation to decision-making, management approaches, human factors, finances, communication, strategic plans, expertise, other supports etc.). |

## Action plan for the curricular innovation

Please fill in the following sections based on the guidelines above.

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| **WHY?** |
|  |
| **WHAT?** |
|  |
| **Connection with the SMS and ARTEMIS projects’ themes? (Optional question)** |
|  |

| **HOW?** | **WHO?** | **WHEN?** | **RISKS AND CHALLENGES** | **RESOURCES** |
| --- | --- | --- | --- | --- |
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Feel free to add more lines in order to list additional actions (put your cursor on the left corner under the last column and push sign +).