

Meeting Schedule for Polifonia Quality Enhancement and Benchmarking WG

5-6 November 2013, Palermo



Participants	
Stefan Gies, Hochschule für Musik Dresden (chair)	Janneke Ravenhorst, Koninklijk Conservatorium Den Haag
Dawn Edwards, Royal Northern College of Music	Valentina Sandu Dediu, National University of Music Bucharest
Grzegorz Kurzynski, Karol Lipiński Academy of Music	Vit Spilka, Janaček Academy of Music and Performing Arts
Orla Mc Donagh, Royal Irish Academy of Music	Terrell Stone, Conservatorio "Arrigo Pedrollo"
Claire Michon, CESMD de Poitou-Charentes	Linda Messas, AEC

By Skype(?)

- Sam Hope, National Association of Schools of Music (NASM)

Agenda

1. Report of Working Group meeting Luxembourg (June 2013)
2. Looking back at the outcomes to be delivered by the WG (in line with Polifonia project application and others) and planning the work for the remaining months
 - a. *Institutional and programme reviews in Higher Music Education (HME) and NASM reviews*
 - b. *Feasibility study for European-level accreditation agency for HME*
 - c. *Development of international benchmarking system for HME*
 - d. *Other outcomes not planned in project application:*
 - i. *Development of a position/orientation paper on ranking and Multirank*
 - ii. *Improvement and deepening of AEC review criteria*
3. Discussion on the various outcomes and topics (see list a.to d.above), including
 - a. Means of communicating and working with AEC Council Sub-Group on Ranking
 - b. Business Plan presented by AEC Quality Enhancement Committee to AEC Council and to be presented to AEC members during the *Thoughts from the membership* session on 9 November
 - c. Discussion about the international benchmarking system for higher music education institutions (*based on homework*) and how to continue the work (Interviews? Site-visits? Handbook writing)
 - d. Reformulation of AEC criteria into standards (*based on homework and proposal by Dawn*) + definition of standards
 - e. Development of AEC review (include additional themes/questions based on comparison with national criteria, deal with system accreditation, deal with joint programme evaluation)
4. Update on latest European developments (including report Valentina from EURASHE workshop)
5. Plan upcoming meetings 2013 (exact dates and venues)

Preliminary schedule

Tuesday 5 th November 2013	
10:30 -13:00	Meeting session (meeting point still to be confirmed)
13:00 -14:30	Lunch
14:30 - 18:00	Meeting session
19:00	Diner
Wednesday 6 th November 2013	
9.30 - 13.00	Meeting Session
13.00 - 14.00	Lunch
14:00-17:00	Meeting session
17:00-18:00	Meeting Stefan, Jeremy, Mist, Grzegorz, Deborah?, Linda (still to be confirmed)
19:00	Diner (with President of NASM Mark Wait)

List of documents

1. Report Luxembourg meeting June 2013
2. Abstract of Polifonia project application and overview of work achieved so far
3. Report of the AEC Quality Enhancement Committee from June 2013
4. Business Plan produced by AEC Quality Enhancement Committee (to explore the development of an independent body conducting Quality Enhancement, Quality Assurance and Accreditation processes in the higher music education sector)
5. Updated version of questions sent for the Benchmarking exercise (answers to be reported on by each WG member during the meeting)
6. Glossary developed by the Benchmarking group set up by the Royal Northern College in Manchester
7. AEC Criteria reformulated into standards
8. AEC Criteria reformulated into standards – with Dawn’s marked changes
9. Comparison of AEC criteria with criteria used by other agencies – by Grzegorz

Reminder of Homework left for the 5th November:

- 1) Benchmarking exercise: answer the questions sent on 18 October with information about your institution (for verbal report during the meeting)
- 2) Review criteria: compare the AEC criteria for institutional and for programme review with the criteria-standards used in his/her country for institutional/programme review (comparing both lists of questions / criteria /standards and pointing out the similarities and differences). Please write some bullet points according to the objectives of the exercise and bring them with you to the meeting.

Objectives:

- Pointing out themes/elements not addressed in AEC criteria but which you think should be addressed in AEC reviews
- Explaining to the other WG members how the system works
 - Are there standards and criteria? How are they organised
 - What is the outcome of the judgment: is there a notion of compliance, or grades given, or a judgment made for each standard)
- What does this comparison show you in terms of added value of the AEC system?

NB: If you do not have time for homework 2, please bring with you the criteria / any documents about your national system. We will find time during the meeting to work on this in small groups.