



Co-funded by the
Erasmus+ Programme
of the European Union



MUSICXCHAIN 2017-1-FI01-KA202-034776

Transnational Meeting 4

Venue: Neue Jazzschool München, Manzingerweg 7, 81241 Munich, Room 7 (upper floor)

THURSDAY 28 November 2019

1. Welcome – introduction of agenda – expected outcomes of the meeting- feedback of Ljubljana Meeting

Franz-David Baumann welcomed the participants. In reference to some feedback from the last transnational meeting Katrin Neoral pointed out the major topic of the Munich meeting: Finding minimum standards of working with each other which every partner really can commit itself to. That should be the basis for writing the manual. Markku Rinta-Pollari agreed to mediate if problems would arise.

2. New partner schools & associated partners

Markku Rinta-Pollari reported about the EfVET conference in the Azores. There was no other representative of a vocational school of music. But some schools showed real interest to join the network in general. He presented three vocational colleges of music from the Netherlands and one from Great Britain as potential partners (all Level 4 in the EQF). Jelmer Bronsdijk explained the different profiles of the three Dutch schools. Tapani Komulainen presented schools from Estonia, Scotland and Ireland from another Erasmus+ KA2 project which are interested in joining the network.

The network will stay in touch with potential partners in the UK although it's not clear yet how the Brexit will affect working with them in future.

All partners agreed that there should be two kinds of network membership with different rights and responsibilities in future: full and limited membership. Only two new schools should be added every second year to keep the network manageable.

All schools which are interested in joining the network will be invited to the final project meeting at Arnhem to present themselves. But they are told in advance that only two of them can join in 2020.

3. QA results & conclusions: platform, WP page, VML & modules

Platform & Word Press page

Markku Rinta-Pollari presented summaries of the platform and Word Press page questionnaires.

These can be found on the DB:

https://www.dropbox.com/sh/b9tgaklj5erd52b/AADOF5iSjZs0_uXYiP2k48oMa?dl=0

Participants agreed that it would be more secure and simple to have a login system with username and password for the platform instead of a user link. Markku Rinta-Pollari will check this with HUMAP.

The internal platform is assessed as very useful in general - especially for coordinating mobilities. For using the platform it's important not to put too much information on one page.

When general decisions should be made in the network the platform should be used. If someone starts a discussion on the platform he/she should tag all who should be involved. Every member of the steering group should check his/her platform news regularly - at least once a week. The one who starts a discussion deletes it when he/she thinks the discussion is finished.

The official Word Press page should be less technical and more emotional with more photos and videos. The section "Students Blog" which is still empty will be renamed as "Students Experiences": Schools post at least one short student exchange report per year there and add a link to the longer report version on the school blog.

The participants agreed that an own domain for the official MusicXchain website should be bought mostly because of search engine optimization reasons: www.musicxchain.eu. Costs will be shared among the partner schools.

Virtual Music Lab (VML)

Participants discussed about disseminating the VML products on Youtube to get more students involved. This doesn't work because of copy rights.

Teachers from Ljubljana and Munich mentioned that the VML products don't seem necessary for them because there is much of this content on Youtube. Finnish teachers appreciated the exchange of learning methods on the platform a lot. Participants agreed to involve students in producing the VML products in future. That would bring an additional learning benefit and generate more acceptance by the teachers.

Silent partner interviews

A Munich silent partner gave the advice not to use containers with three columns on one page of the platform because it seems too crowded like that. He would like to have more submenus instead of too much information on one page. Conclusion is not to put too much content on one page, more submenus is too confusing.

Riga silent partners gave the advice to upload videos of the exchange students on the platform before a mobility starts to estimate their level for forming a band. Participants agreed that this is too laborious and the focus on the network is not so much on finding good solo players. To solve this problem sending and hosting school should communicate more about the level of the outgoing students in advance. And hosting schools should upload material to the platform so exchange students can prepare themselves better for the modules.

Feedback from first autumn mobilities

Participants agreed that all partners have to accept: Modules work differently at every school because there are different types of training programs, levels of students and levels of commitment by staff members. That's why minimum standards for hosting students have to be defined in the manual.

Ljubljana and Riga can't offer modules as self-contained projects. They can offer instrumental/vocal lessons to exchange students and try to integrate them in their regular lessons and concerts. And they can send students only on a mobility for two weeks because otherwise they would miss too much lessons.

The Finnish partner schools are very flexible. They can integrate guest students very easily in their own six week learning modules. But exchange students will mostly be assessed in practical subjects not in theory subjects.

The profile of the training program in Arnhem has been changed in this school year. There are no bands any more. The focus is on songwriting now. Rijn Ijssel will adjust their module descriptions according to that.

As Munich students pay partly for their training program they want to know what they get from an exchange in advance. They have to be prepared that flexibility is needed on an exchange. But the hosting schools should also try to offer a reliable program and schedule to keep Munich students and teachers motivated to stay in the network. Two week mobilities would also be better for outgoing Munich students. The Munich school has made very good experiences with launching two learning modules as self-contained projects referring to the Finnish model - although that means more preparation work for teachers. But that makes it much easier to integrate guest students. Also home students and teachers like it to have a concert program as a clear aim. If guest students only stay two weeks at the Munich school it's difficult to assess them in theory subjects.

Participants agreed that the topic of a module really has to be connected to the realization of a mobility but can be broadly formulated. All scheduled lessons have to be held in English language and the teachers should be prepared that exchange students are joining their lessons. There could be more communication between the hosting and sending school if exchange students don't appear at scheduled lessons.

Three week modules were produced because this was the minimum the Finnish NA accepted for this KA2 project. In future there also have to be two week mobilities in the network.

Participants agreed that sending schools (or outgoing students) will fill in the learning outcomes into each Europass Mobility before a mobility starts by using information of the module description (and learning agreement).

4. QA for the rest of the project & after

Modules

Participants agreed: If a module is already tested only the sending school makes an interview with its own students after a mobility and sends the answers to the hosting school. The network uses the interview guideline produced for outgoing/international students in this KA 2 project (More detailed questions can be added during the interview if necessary.):

<https://www.dropbox.com/s/is4jdsz1o8xl3ow/Post->

[module%20structured%20interview%20with%20international%20%26%20home%20students.docx?dl=0](https://www.dropbox.com/sh/b41pg5407xvpb7i/AAAmGDliP2kD3btQ2ZoecThTa?dl=0)

To test modules of a new (limited) member the pre-module questionnaire for outgoing/international students, the post-module questionnaire for international/outgoing students and the post-module questionnaire for sending staff is used:

<https://www.dropbox.com/sh/b41pg5407xvpb7i/AAAmGDliP2kD3btQ2ZoecThTa?dl=0>

Aleksandra Abolina creates an own Gmail account for the network (musicxchain@gmail.com) and connects the questionnaires with it so the results will be in one place and every partner can have access to it in future.

VML

Markku Rinta-Pollari will add the number of students and teachers involved in testing all VML products to the Excel sheet “numbers of piloting students & staff” on DB:

<https://www.dropbox.com/s/nbntjv3oxihghic/numbers%20piloting%20students%20%26%20staff.xlsx?dl=0>

Every school tests all VML products 1 and 2 until December 20, 2019. Testing VML product 3 and 4 should be finished until May 11, 2020.

Silent partner interviews & platform/WP page evaluation

Interview with all silent partners should be made until January 31, 2020.

Participants decided that there will be no second evaluation of the platform and official Word Press page and no second interview with silent partners because there is already enough information to work with.

5. Platform

Markku Rinta-Pollari reported that the platform costs 2000€ per year and the number of user accounts is limited to 200 at the moment. Partners would like to add more students to the platform to make them use the VML content also outside lessons. Markku will check offers for more accounts and price flexibility. If VML content is only used in lessons the number of accounts should be enough to add two more schools.

Each school should put the actual number of students and teachers of its music department (Rock/Pop/Jazz) on the platform (Help & development/ Questions & answers) so Markku knows how many accounts are needed at the moment.

6. Network activities after the end of the project

Tapani Kumolainen explained different kinds of Erasmus+ KA2 projects and showed examples of his school. He'll upload his power point presentation on the platform to the new submenu “Help & development/ Future of MXC”.

Tapani Komulainen told that there are good chances to get funding from the Finnish NA for a new KA2 project with virtual learning activities as intellectual outputs. KA2 projects don't have to be as big as “MusicXchain” is.

Jani Moder and Katrin Neoral pointed out to do a KA2 project without intellectual outputs to focus more on making music.

Partners can add ideas about new network activities to the new platform submenu "Help & development/ Future of MXC". Decisions about future activities will be made at the Arnhem meeting.

7. Roles and structures in the network after the end of the project

Partners decided to keep a steering group for the network. Markku Rinta-Pollari will ask his school to get a certain amount of hours to be head of the chairman. Chairmen can change in a certain period.

There should be two kinds of network memberships: full membership and limited membership. Two modules of limited members have to be tested successfully in one school year to get full members. Limited members don't have to produce content for the Virtual Music Lab (VML) and have no access to the VML. They can send students but only with own funding. They are not allowed to decide about new members.

All partner schools have to accept a new partner. If only one school is against a new partner the school can't join.

Every school has to keep an admin for the platform and the WP page. The calendar on the Word Press website has to be updated regularly by her/him. Jyväskylä creates a submenu for "Past Modules" on the platform and every school moves its old module pages to this archive in future. New modules (respectively offered mobilities) should have descriptive names in the menu including a short version of the module title, place and term of mobility.

The network makes a plan of mobilities for two years in online steering group meetings and checks after one year if changes have to be made. The next mobility plan will be made at the Arnhem meeting in March.

Jyväskylä maintains the official Word Press website. Antti Kettunen needs access to Word Press for that.

FRIDAY 29 November 2019

1. Collecting questions for Skype session with project manager Rea Tuominen

2. Skype Session with project manager Rea Tuominen

- Information about silent partners can be found in the old MusicXchain DB folder: <https://www.dropbox.com/sh/34k3vqv255dlvnt/AACrCI-aMDFggHeFes7tLiK0a?dl=0>
- VML:
Each school has to describe the learning outcomes of its VML products by using ECVET standards. (Tapani Kumolainen has made an example about that on the KAO VML product "Using rhythm to get your basslines to come alive".)
It's enough to watch the VML products and to talk about it with students. Students don't have to be assessed for VML activities because it can be just a small part of a bigger learning unit.

For sustainability reasons more VML products have to be produced after the end of the project. A new KA2 project can be used to get funding for that.

- Arnhem meeting: we need half a day for the SG work (final report) at the meeting.
- New partners: One partner per year or two partners in two years makes sense. This keeps the level of increasing work and input manageable.
- Information about new type of Erasmus+ KA2 projects: After the meeting in Brussels in January 2020 Rea Tuominen has more details about the new program.
- Suggestions for roles and structures after the project ends: Keeping a steering group with a chairman is reasonable. The chair persons can change every second year. A responsible group/person for dissemination (especially attracting new partners) and for QA (monitoring the mobilities) would be good. The decision that every partner should agree on a new partner is reasonable. A partner of the same country could have a veto right.
- Invoice for platform costs: Satu will send them until end of January 2020
- Manual:
The amount of pages should be connected to relevance. The manual should include enough information that partners can solve problems with it and don't have to contact each other per email to often – especially new partners.

Rea strongly recommends that all partners sign a cooperation contract at the end of the project – especially regarding the costs. She has a form for that from other projects.

Rea advises to focus on MusicXchain more as a network not as a Erasmus+ KA2 project in the manual. Mixtures of terminology should be deleted: the same "language" should be used

Rea can do the lecturing. The manual should be ready for the meeting in Arnhem in March.

3. Dissemination for the rest of the project & after

Aleksandra Abolina referred to the dissemination plan. The overview Excel file for the final report is now on the DB and can be filled.

Dissemination already done:

- Activities happening at each partner school on MusicXchain Facebook page: the activity could be bigger (Teacher's meetings/Open days etc. of each school)
- Project presentation in conferences: Markku did it
- activities from TNM on MusicXchain/each partner's FB
- Newsletter of each school (if school has one)

Planned dissemination activities which won't be done:

- Mailing leaflet – regional / national music businesses
- Press releases before each LTT activity

Dissemination still should be done:

- We'll buy the domain www.musicxchain.eu and move the website to it, because it's better for reasons of search engine optimization
 - Kajaani will buy the domain and webspace, costs will be shared (Tappi will give information about the cost as soon as possible)

- Markku will ask his media department, if they can do the relaunch.
- Riga and Munich will rework the website texts
- search engine optimization criteria will be followed to relaunch the website
- put MusicXchain promo video – on each of partner’s Facebook/Website & on MusicXchain’s Facebook page
- Article about MusicXchain on each partners website with link to our WP page + promo video
- link to WP page at email signatures of work email accounts (could also add logo) when the domain is online
- Feb 2020: presenting MusicXchain at the pop & jazz platform meeting of AEC (Association Européenne des Conservatoires, Académies de Musique et Musikhochschulen)
- 2020: Newsletter once or twice a year to silent partners
- 2020: present VML 3&4 to silent partners, school’s management
- 2020: School’s open days, local events etc.
- 2020: Before last TNM email/invitation people interested in music training programs (Arnhem)
- press release before the Arnhem meeting
- Last TNM: project presentation and concert live stream (Arnhem)

4. Manual: discussion & working

Jani Moder and Jelmer Bronsdijk headed the discussion and work on the manual. They decided not to divide the participants into working group because key decisions had to be made together. Participants discussed comments and questions in the manual. Previous decisions of the meeting we’re inserted.

Title of chapter 1 was changed into "Introduction" to focus more on MusicXchain as a network.

For the “technical user guide” of the platform Markku will find out whether the software provider has an official version for its clients. The chapter “technical user guide” was moved under the Chapter “How to use the platform”

Participants agreed that only schools which offer Rock, Pop and Jazz education can be accepted as partners.

Suuvi’s “How to use Word Press” video will be uploaded to the Word Press page. A link to the video will be added to the manual.

Members agreed on a minimum of six lessons in the offered student’s schedule for mobilities and that 80% should be lessons in which students can actively take part.

5. Dates & program ideas for Arnhem meeting

Date for the Arnhem meeting is March 24-26, 2020 (two and a half days). Ineke needs to know how many people will join the Arnhem meeting until end of January. A central place for signing for the meeting is needed. Ineke will arrange that. If teachers of partner schools want to hold a masterclass or workshop at the final meeting they should contact Ineke.

6. Summary & next steps

Every partner puts an article with the MusicXchain promo video on its Website and a post with the MusicXchain promo on its Facebook page.

Dec 6, 2019: Markku creates an archive for finished modules on the platform until the end of next week. Every school puts its own finished modules/mobilities there.

Dec 6, 2019: Every school adds current number of students and teachers to platform (Help & development/ Questions and answers)

Dec 6, 2019: Markku checks if his department can do the website relaunch

Dec 9, 2019: Answer Rea's Doodle for coordinating next SG Skype meeting

Dec 13, 2019: Answer online questionnaire for TNM

Dec 16, 2019: Katrin gives Antti Kettunen access to Word Press

Dec 16, 2019: Markku tries to get information from HUMAP for the "Technical user guide" (manual).

Dec 20, 2019: Katrin will put the "How to use Word Press"-video on the WP website

Dec 20, 2019: all VML products 1 & 2 are tested by each school

Dec 20, 2019: Each school writes learning outcomes of its VML product 1 & 2 on the platform using ECVET criteria (look at KAO example "Using rhythm to get your basslines to come alive")

Beginning of January, 2020: Every school uploads its VML product 3.

Beginning of January, 2020: Ineke arranges a central place for signing for the meeting and sends the official invitation letter for potential new partner schools to Markku.

Jan 31, 2020: deadline for next manual check (Arnhem & Ljubljana integrate made decisions into the manual)

Jan 31, 2020: interview with silent partners are finished. Summaries are uploaded to this DB folder: <https://www.dropbox.com/sh/biprjpy1j50xfhy/AADiA-aQnSsJGbzN5IO48-Doa?dl=0>

Jan 31, 2020: Every school tells Ineke how many of their staff members and students will come to the Arnhem meeting.

March 24, 2020: put ideas about future network activities on the platform (Help & development/ future of MXC) and make decisions for Arnhem meeting

Deadlines to decide:

- When does Ineke need to know about workshops and masterclasses etc. for the Arnhem meeting?
- Tappi gives information about the costs for new website domain
- relaunch of the official Word Press website
- dissemination overview for final report

Open decision: Who is presenting MusicXchain at the pop & jazz platform meeting of AEC (Association Européenne des Conservatoires, Académies de Musique et Musikhochschulen) in February 2020?