Annual Report 2014-2015

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Preface by the MusiQuE Board

It is with great pleasure that the members of the MusiQuE Board present to you this first annual report on the activities of MusiQuE – Music Quality Enhancement. The report shows a tremendous development in terms of setting up MusiQuE's structure and implementing various activities during 2014 and 2015. A legal basis was established under Dutch law on 7 October 2014, giving MusiQuE a fully independent status vis-à-vis its founding organisations, the Association Européenne des Conservatoires, Académies de Musique et Musikhochschulen (AEC), the European Music Schools Union (EMU) and the Performing Arts Employers Associations League Europe (Pearle*- Live Performance Europe), which will ensure that any decision made by MusiQuE will be made in full independence. Much time and energy was invested in creating and adapting documents that in many cases had already been produced by the predecessor of MusiQuE, the AEC Quality Enhancement Process, and that needed to be made applicable to the organisation's new situation and context. In the meanwhile, MusiQuE also executed several review procedures and launched a substantial new website with information about its activities.

Another crucial process implemented in 2015 was MusiQuE's application to the European Quality Assurance Register for Higher Education (EQAR). At the time of writing, EQAR has officially confirmed that the application of MusiQuE to be listed on EQAR has been successful. This means that, at the European level, MusiQuE now has the same formal status as most national quality assurance or accreditation agencies. The formal European registration of MusiQuE is not only the acknowledgement of more than 10 years of work by many in various European projects and working groups, but also the formal recognition of the pro-active position of music in higher education at European level. It confirms that quality enhancement is something higher music education can take full responsibility for as a sector.

The MusiQuE Board fully acknowledges that these significant achievements would not have been possible without the considerable contributions by many organisations and individuals. It would therefore like to express its sincere gratitude to the founding organisations, AEC, EMU and Pearle*- Live Performance Europe for their continuous support to the development of MusiQuE during this first period of its existence. The Board would also like to thank the excellent MusiQuE team in Brussels as well as all those institutional representatives, working group members, peer reviewers, students and experts who have actively contributed to making MusiQuE a reality.

The MusiQuE Board: Géza Kovács, Helena Maffli, Gordon Munro (secretary and treasurer), Martin Prchal (chair), Mist Thorkelsdottir

Introduction

In order to fully understand the historical background to MusiQuE's establishment, it is important to explain that, although MusiQuE was formally established in October 2014, the review system it operates builds upon foundations that have been laid down over more than a decade. After intensive work and consultation, an original framework for the review of programmes and institutions was set down in 2007 under the umbrella of the AEC. This framework was constantly developed further and improved over the period between then and 2014 under the title 'AEC Quality Enhancement Process'. Twenty-nine reviews were conducted, out of which fourteen were undertaken in cooperation with a national quality assurance and/or accreditation agency. These twenty-nine reviews involved many experts and resulted in the accreditation of more than 40 programmes. Four successive working groups, drawn from representatives of higher music education institutions, were created to reflect on the framework and review process, design new tools to improve its relevance for higher music education and programmes and formalise it in line with the European Standards and Guidelines for Quality Assurance in Higher Education (ESG). The last group responsible for the AEC Quality Enhancement Process was the AEC Quality Enhancement Committee, which also played a crucial role in the establishment of MusiQuE.

As soon as MusiQuE was established and the first members of the MusiQuE Board were appointed in November 2014, one of the main priorities was to prepare for the external evaluation of MusiQuE against the European Standards and Guidelines for Quality Assurance in Higher Education (ESG) with the aim to apply for registration on the European Quality Assurance Register (EQAR) by March 2016. At the same time, MusiQuE immediately took over all the review activities previously coordinated by AEC, the maintenance of the Peer-reviewers Register and continued working on the constant improvement of the review procedures.

This very first annual report of MusiQuE reports strives to give to the reader a taste of this intense first years of operation and to present the state of affairs at the end of 2015. As MusiQuE has been established on 7 October 2014, the present report covers not only the year 2015 but also the first months of establishment of MusiQuE from October to December 2014.

Mission and Vision Statement MusiQuE

The following vision and mission statements encapsulate the essential nature of MusiQuE:

Vision statement

MusiQuE seeks to be the recognised European independent accreditation and external evaluation body for music, contributing to the continuous improvement of the quality of higher music education across Europe and beyond. Its operations are underpinned by independent, skilled and authoritative international peers. MusiQuE operates according to the Standards and Guidelines for Quality Assurance in the European Higher Education Area (ESG) and is registered on the European Quality Assurance Register (EQAR). As such, it seeks to be a leading player in higher education quality assurance in general, working with the institutions in which its procedures are applied to construct a broadly-supported quality culture with respect to the specific contexts and individual characteristics of higher music education and its institutions. Through such work, MusiQuE aims to heighten the trust of society in the quality of music study programmes.

Mission statement

MusiQuE's work is discipline-specific and aims to be characterized by flexibility, diversity, transparency and accountability in its treatment of quality enhancement in music. Through its accreditation, quality enhancement and advisory services, MusiQuE assists higher music education institutions, across Europe and further afield, in their enhancement of quality. It treats quality assurance and enhancement from a subject-specific viewpoint and enables institutions to engage with the improvement of the discipline and its curricula from artistic, practical and other relevant perspectives. Furthermore, MusiQuE works to stimulate and support European institutions in the achievement of highly valued reputations internationally for their artistic output, education and research.

With its extensive expertise in the field of music, and knowledge of diverse national systems, MusiQuE participates in the public debate about musical quality and it contributes to the broad dissemination of information, new ideas and strategies concerning quality enhancement, learning, education and research, especially where these impinge upon the discipline of music and how it is taught, practised and researched.

Organisation

Legal basis

MusiQuE – Music Quality Enhancement was founded as a legal entity under Dutch law in The Hague on 7 October 2014. Formally, the organisation has the legal status of a foundation ('stichting' in the Dutch legal terminology).

Board Composition and Meetings

The MusiQuE Board is responsible for all decision-making and for the commissioning of actions in relation to the operations of MusiQuE. It is therefore the key entity in MusiQuE's structure and its composition, roles and responsibilities have a critical bearing on the effective and appropriate functioning of MusiQuE.

Following the formal establishment of MusiQuE on 7 October 2014, an interim Board was formed, composed of the former members of the AEC Quality Enhancement Committee:

- o   Mist Thorkelsdottir, Iceland Academy of the Arts (Chair)
- o   Cristopher Caine, Trinity Laban Conservatoire of Music and Dance
- o   Cecilia De Almeida Goncalves (retired from Escola Superior de Música de Lisboa)
- o   Stefan Gies, Hochschule für Musik Dresden
- o   Grzegorz Kurzynski, Academy of Music Wroclaw
- o   Martin Prchal, Royal Conservatoire The Hague

This interim board had the responsibility to lead the organisation until the formal appointment of a new Board based on the mandates given by the founding organisations was made in November 2014. By the end of November 2014, the following Board members were appointed by MusiQuE three partner organisations:

- o   Board member mandated by the European Music Schools Union (EMU) :
    - ▪   Helena Maffli, EMU President
- o   Board member mandated by Pearle*- Live Performance Europe (the Performing Arts Employers' Associations League Europe):
    - ▪   Géza Kovacs, Director-General of the Hungarian National Philharmonic Orchestra and Choir, President of the Association of Hungarian orchestras and Vice-President of Pearle*- Live Performance Europe
- o   Board members nominated by the Association Européenne des Conservatoires, Académies de Musique et Musikhochschulen (AEC):

- Mist Thorkelsdottir, Academy of Music and Drama at the University of Gothenburg
- Cristopher Caine, Trinity Laban Conservatoire of Music and Dance
- Martin Prchal, Royal Conservatory The Hague

The representatives of EMU and Pearle*- Live Performance Europe were mandated for 3 years (November 2014-November 2017) while the three AEC representatives agreed to be board members for respectively one, two or three years in order to progressively introduce new individuals in the Board while ensuring the continuity of knowledge and experience required to support the first years of of MusiQuE's existence.

Board meetings took place on 12 December 2014, 12-13 March 2015, 30 June 2015 and 4 November 2015. During the first meeting of the new MusiQuE Board on 12 December 2014, the Board appointed Martin Prchal as Chair and Christopher Caine as Secretary/Treasurer. Following the 2015 General Assembly of the AEC and based on the agreement that gives the AEC the possibility to propose a new MusiQuE Board member every year, Christopher Caine was replaced by Gordon Munroe (Royal Conservatoire of Scotland Glasgow) in November 2015.

Staff

The MusiQuE Board depends for its effective functioning on support provided between its meetings and during its reviews by suitably qualified individuals. The individuals who make up the MusiQuE staff are responsible for ensuring continuous support to the MusiQuE Board; they prepare the Board meetings, ensure that the Board decisions are implemented and coordinate the review processes.

Members of the MusiQuE staff in 2014-2015 were:

- Linda Messas, serviced from AEC Office staff (2014-2015)
- Jef Cox, serviced from the AEC Office staff (2015)

Appeals Committee

During AEC General Assembly on 12 November 2014, Ester Tomasi-Fumics was appointed as Standing member of the Appeals Committee on MusiQuE Board's recommendation. The Appeals Committee has not been seized in 2014-2015.

Finances

Since its establishment, MusiQuE has drawn upon the financial management, human and other resources of AEC. This was in particular the case in 2015, as AEC covered the costs of the external review of MusiQuE. From 2016, MusiQuE will move into full financial independence.

Profit and loss statement (in euros)

Income	2015	2014
Direct contribution from AEC	43,765	332
Indirect contribution from AEC: review costs reimbursed by the reviewed institutions to AEC for procedures conducted by MusiQuE	0	10,562
	43,765	10,894
Total Income	**43,765**	**10,894**

Expenses	2015	2014
General management expenses		
Board meetings	3,808	1,977
Invoiced wages	0	0
	3,808	1,977
Office and organisation costs		
Postal charges	0	31
Legal expenses Chamber of commerce/Notary	56	1,459
Subscriptions	3,317	0
Translations	3,620	0
Annual workshop for peer-reviewers	1,079	0
Fees peer-reviewers	0	4,500
Costs of review procedures		2,927
Participation to ENQA events and EQAF	2,267	0
Meetings with quality assurance agencies	259	0
Meetings with institutions	1,548	0
External review process of MusiQuE	26,144	0
Website development and maintenance	445	0
Publication and production costs	1,222	0
	39,957	8,917
Total Expenses	43,765	10,893

Result	0	0

Statement of Commitment from AEC, EMU and Pearle*- Live Performance Europe

In order to reassure MusiQuE's future viability, to strengthen its financial capacity and to underpin MusiQuE's continued operation in the unlikely event of it not being fully self-sustainable in the coming years, the three founding organisation have produced a statement of commitment.

In their statement of commitment, the AEC, EMU and Pearle*- Live Performance Europe acknowledge that, however unlikely, there might be a moment in which MusiQuE would suffer from cancellations of one or more ongoing procedures. In order to assure that such an event would not undermine MusiQuE financial viability for the coming years, the three partners engaged in their statement to offer their financial support, without compromising the independence of MusiQuE, whenever this would be required to sustain MusiQuE's activities during its first years of operation. The statement of commitment includes, in addition to the financial guarantee to underpin MusiQuE's viability, the modalities which the commitment is subject to:

  o The three organisations guarantee that they will underwrite MusiQuE's operations in 2016 and 2017 in all scenarios involving four or fewer reviews, including that of there being no reviews at all.
  o From 2018 until 2020, further support for MusiQuE from AEC, EMU and Pearle*- Live Performance Europe will be at the discretion of their respective Boards but will be guided by the following principle: provided that MusiQuE has demonstrated financial self-sufficiency in at least one of the years 2016 and 2017 and that expressions of interest for future reviews suggest progress towards long-term sustainability beyond 2020, the assumption is that additional support, to be determined at the time but not exceeding that outlined above, will be approved.
  o After January 2020, if MusiQuE cannot demonstrate consistent financial sustainability, then its viability will need to be reviewed

The Statement also contains a transparent and clear financial agreement with the AEC concerning MusiQuE's support staff (the MusiQuE support staff is serviced from the AEC office staff), which stipulates that the AEC guarantees, if necessary, to meet the operational costs of MusiQuE that would be associated with a baseline provision of 0.4 FTE administrative support in the event of there being no reviews, rising to a maximum of 0.6 FTE depending on the additional workload of one, two, three of four reviews. This undertaking also covers the costs planned by MusiQuE for networking, membership and publicity activities designed to consolidate its profile and viability. This guarantee has enabled the AEC and MusiQuE to agree with confidence a convention securing serviced arrangements for MusiQuE support staff from January 2016 to December 2017.

Review Framework

In order to have a well-functioning system for the review of institutions and programmes, MusiQuE has developed various documents that provide a basis for the review activities.

The Framework Document *MusiQuE – Background, Mission and Regulations*

A significant amount of work and time has been invested since the establishment of MusiQuE by the Board and staff members, but also before this time by the AEC Quality Enhancement Committee, in discussing and reflecting on the best ways to organise MusiQuE and its procedures. On 30 June 2015 the Board approved the final version of the MusiQuE Framework Document: *MusiQuE - Background, Mission and Regulations* which displays information about MusiQuE, its history and rationale and its structure, and sets out in a systematic way the accreditation, quality enhancement and advisory procedures of MusiQuE. The MusiQuE Framework Document is published on the MusiQuE website [see http://www.musique-qe.eu/documents/musique-framework-document].

This document is not cast into stone but meant to constantly evolve, as MusiQuE does not see itself as a static and inflexible entity: procedures are in place to enable MusiQuE to be responsive and helpful to its stakeholders such as higher music education institutes and professional music bodies. Some sections of the Framework Document are therefore meant to be revised regularly (such as the Section describing the review procedures) following feedback received from various stakeholders through the annual consultation process or through feedback questionnaires distributed following review procedures.

MusiQuE Standards

Three sets of standards have been designed to meet different institutional needs:

- o   A set of Standards for Institutional Review, to be used for reviews covering the whole institution
- o   A set of Standards for Programme Review, to be used for the evaluation of one or more programmes within an institution
- o   A set of Standards for Joint Programme Review, to be used for the evaluation of a study programme jointly developed by several partner institutions from different countries (not necessarily leading to a joint degree)

All sets of standards are published on the MusiQuE website [see http://www.musique-qe.eu/documents/musique-standards].

During 2015, as part of the preparation for the external review for the application to the European Quality Assurance Register for Higher Education (EQAR), the MusiQuE Standards were mapped against Part 1 of the Standards and Guidelines for Quality Assurance in the European Higher Education Area (ESG) in their new 2015 version. This way, institutions/programmes reviewed by MusiQuE are ensured that Part 1 on internal quality assurance of the ESG are fully addressed in MusiQuE review procedures.

MusiQuE also contributed to the work done by the Evaluation Group of the 'FULL SCORE' project of the AEC, which had the aim to develop standards for the review of pre-college education institutions and programmes for classroom teacher training. It is foreseen that once the standards for these levels of education are finalised, they will become a part of MusiQuE's Review Framework, giving MusiQuE the opportunity to operate in different sectors and levels of music education.

It is crucial that the standards and procedures employed by MusiQuE undergo continuous development to ensure that they remain relevant to the current reality of higher music education and the artistic professions, respond to any further evolution of the ESG and answer the changing needs of institutions and society. The MusiQuE Board is responsible for the regular revision and updating of the standards and procedures in order to ensure their relevance. As a result, on 30 April 2015 a call was launched among all AEC member institutions to send comments and suggestions for revisions to the MusiQuE standards by 31st January 2016.

Review procedures completed

During 2014 and 2015, the following review procedures have been completed.

Institutional Quality Enhancement Review, Barcelona, 15-17 September 2014

The review procedure of the Escola Superior de Música de Catalunya (Esmuc) started as an AEC Quality Enhancement Process and was continued under the umbrella of MusiQuE. The procedure involved the Catalan University Quality Assurance Agency (AQU Catalunya): a comparison between AEC standards and the AQU standards had been conducted to ensure that the procedure would cover both sets of standards. The Review Team was composed of 6 reviewers, including two AQU representatives, and one of the Peers acted as Secretary. The report was then considered and approved by the MusiQuE Board in December 2014.

Institutional Quality Enhancement Review, Prague, 3-6 November 2014

Although the request for an Institutional Review of the Prague Faculty of Music and Dance dates back to January 2013, this review process is considered as the very first complete MusiQuE Review Process. The Review Team was composed of 7 reviewers, including one from Mime Theatre and one from Dance. The report was considered and approved by the MusiQuE Board on 30 June 2015.

Joint Evaluation Procedure, Brussels, Namur, Mons and Liège, 2014-2015

MusiQuE worked in cooperation with the Agence d'Evaluation de la Qualité de l'Enseignement Supérieur en Fédération Wallonie-Bruxelles (AEQES) for the evaluation of programmes offered by four institutions in Fédération Wallonie-Bruxelles: the Conservatoire royal de Bruxelles, the Institut de MusiQuE et de Pédagogie (IMEP) de Namur, the Ecole supérieure des Arts de Mons and the Conservatoire royal de Liège. The Review Team was composed jointly by AEQES and MusiQuE: 6 peers and 2 students were selected, with 4 peers conducting all review procedures and the other peers and students conducting 2 reviews each. The four reports were written by the Review Team Chair with assistance of the other Review Team members. These review reports were considered and approved by the MusiQuE Board on 30 June 2015. In addition, a transversal analysis of the higher music education sector in Fédération Wallonie-Bruxelles was produced, including an analytical note from the AEQES Comité de Gestion and one from the MusiQuE Board.

During 2015, MusiQuE also continued exploring the situation of higher music education institutions with regard to quality assurance and accreditation at national level to determine in which countries it could be of

assistance to institutions and in which way. National quality assurance agencies were approached to explore opportunities for joint procedures and several institutions in various European countries requested exploratory meetings with MusiQuE.

Peer-Reviewers Register

Maintenance of the Peer-Reviewers Register

Peer-Reviewers form the panels that carry out the reviews commissioned by the MusiQuE Board. In line with its subject-specific focus, MusiQuE works with a pool of international experts in the relevant musical fields, who are familiar with and well informed about the specificities of higher music education. For the admission of individuals to the Peer-Reviewers Register, MusiQuE has established a set of criteria, describing the expertise, background and competences of the peers.

Representatives of MusiQuE partner organisations can put themselves forward as peer-reviewers sending their application in time of the annual deadline of 15 February. The Board will be working on adjusting the criteria for inclusion in the Peer-Reviewers register in order to start recruiting reviewers representing the profession from EMU and Pearle*- Live Performance Europe.

The MusiQuE Board considers applications for Peer-Reviewers once a year. In 2015, 14 applications were received and 5 accepted. At the end of 2015, 71 peers from 23 countries were listed on the Peer-Reviewers Register.

Peer-Reviewers Training Sessions

Each year, MusiQuE organises a training sessions for individuals interested in becoming a MusiQuE Peer-Reviewer prior to the AEC Annual Congress. During 2015, the MusiQuE training session for Peer-Reviewers took place on Thursday 12 November 2015 at the Royal Conservatoire of Scotland in Glasgow. 38 experts participated in this edition. The session included an introduction to MusiQuE's structure and services, a presentation of the roles and responsibilities of Peer-Reviewers during MusiQuE review procedures, and two workshop sessions in small groups entitled 'Acting as Peer-Reviewer' (Role-Play) and 'Working as Part of a Team'.

Communication

MusiQuE Website

The MusiQuE website ([www.musique-qe.eu)](www.musique-qe.eu) has been created in 2015. Information about MusiQuE and its activities is being progressively uploaded to this site.

The MusiQuE website is organised as follows:

- o The Section *About MusiQuE* provides information on MusiQuE, its vision and mission, its partner organisations, and its structure

- o The Section *News* is meant to update the reader about the latest developments and activities of MusiQuE

- o The Section *Types of reviews* provides detailed information on MusiQuE services, their objectives, process and outcome

- o The Section *Peer-Reviewers* addressed the criteria and procedure for admission on the Peer-Reviewers' Register and presents how Review Teams are composed and how Review Team members are appointed

- o The Section *Completed Reviews* lists all review procedures undertaken since 2008, and provides access to all review reports

- o Finally, the Section *Documents* includes MusiQuE Standards for Institutional, Programme and Joint Programme Review (also downloadable separately), MusiQuE framework document *Background, mission and regulations* (each chapter being downloadable separately), MusiQuE templates, articles published and presentations delivered, as well as any other relevant documents.

In general, this resource is developed as a comprehensive portal through which the activities of MusiQuE can be made accessible to a wide public.

News items and newsletters

New items are regularly published on the news section of the website (http://www.musique-qe.eu/news). Selected news items have also been published as part of the AEC newsletter distributed to all AEC members and contacts and as part of the regular newsletter distributed by the European Association for Quality Assurance (ENQA) to all its members.

Annual call for Peer-Reviewers, Board members, and suggestions for the revision of standards and procedures

On 30 April 2015, a call was sent out by MusiQuE to AEC members to encourage AEC representatives to put themselves forward as Peer-Reviewers or as a Board member for the seat becoming vacant from November 2015 onwards, as well as to suggest changes to MusiQuE standards and procedures by the deadline of 31 January the following year. MusiQuE aims to expand this annual communication to EMU and Pearle*- Live Performance Europe members by 2017.

Information sessions, presentations and publication of articles

The MusiQuE Board is responsible to ensure that the Boards and General Assemblies of each of the partner organisations are informed about the work of MusiQuE. Presentations about MusiQuE were given at the AEC General Assembly meetings in November 2014 (Budapest) and November 2015 (Glasgow), and at the General Assembly of Pearle*- Live Performance Europe on 27 and 28 November 2015 in Prague. A presentation has been planned to take place during the EMU General Assembly from 5 to 8 May 2016 in San Sebastian.

MusiQuE's services were also presented to AEC member institutions at a number of occasions in addition to the annual presentation at the AEC Annual Congress. The presentation usually included a general introduction to MusiQuE's aims and structure, and offered an overview of MusiQuE's potential involvement in the countries concerned:

- o At the Annual Meeting of ANMA, the Association of Nordic Music Academies, which took place 19-20 May 2015 in Stockholm.
- o At the meeting of the Swiss Rectors Conference in Basel on 28 August 2015.
- o At the AEC Annual meeting for International Relations Coordinators in Corfu on 25 September 2015.

In addition, MusiQuE's approach to the role of research in its review procedures was presented at the Conference on the Internationalization of Research in High Artistic and Musical Education organised by the Fine Arts Academy in Catania (http://www.artsandresearch.eu/#!/conference).

Finally, an article entitled 'How to support Quality through International Activities - Case studies from the field of higher music education' was presented at the European Quality Assurance Forum (EQAF) and selected for publication (see http://www.musique-qe.eu/documents/articles).

Trend analysis

Every two years the MusiQuE Board invites an expert well experienced in higher music education and in quality assurance activities within this sector to produce a trend analysis. This analysis uses the feedback material from MusiQuE reviews, External Evaluator reports and the MusiQuE Board's own annual reports as its primary sources but also places these in a wider context. In 2014, the MusiQuE Board commissioned a trend analysis focusing on ten reports produced between 2010 and 2013. The *Trend analysis* written by Gustav Djupsjöbacka, former Rector of the Sibelius Academy, University of the Arts, Helsinki and MusiQuE Peer-reviewer, is available on MusiQuE website (see http://www.musique-qe.eu/documents/trend-analysis).

Internal Quality Assurance

With the aim to monitor its own procedures and activities, MusiQuE has developed a robust internal quality assurance system, which consists of various tools providing the MusiQuE Board with relevant feedback on MusiQuE's fitness for purpose.

External evaluator

Stefan Delplace, former General Secretary of the European Association of Institutions in Higher Education (EURASHE), was appointed to serve as external evaluator of MusiQuE in 2015. The external evaluator is appointed by the MusiQuE Board to review material documenting MusiQuE's activity, as well as to monitor the compatibility of the system with the Standards and Guidelines for Quality Assurance in the European Higher Education Area (ESG). The external evaluator is appointed for 2 years, and is in charge of producing an annual evaluation report with comments addressed to the Board. The first of these reports will be produced in 2016.

Results of feedback questionnaires and improvements to MusiQuE review procedures

Once the final report has been sent to the institution by the MusiQuE Board, feedback questionnaires are sent by the MusiQuE staff to the reviewed institutions as well as to the reviewers. Once a year, the MusiQuE staff compiles all results of the questionnaires and makes an analysis of any trends discernible in these results. The results and their analysis are then considered by the Board, which also has access, if required, to the original questionnaires. The Board then decides on any actions that it believes should be undertaken to improve the review system and, where applicable, to fine-tune the standards themselves.

In 2015, the MusiQuE Board considered feedback received from review procedures in 2013-2014 (when review services were under the umbrella of AEC). Overall the comments were positive: institutions were satisfied and peer-reviewers felt supported. Reviewers however noted the lack of clear mission and vision statements of the institutions reviewed and questioned the quality of the self-evaluation reports received. MusiQuE will therefore explore how to provide more guidance to institutions for the completion of the self-evaluation report. A Template for the Self-Evaluation Report (for institutional and for programme review) is available online (see http://www.musique-qe.eu/documents/templates) and MusiQuE is considering providing training sessions to assist institutions with preparing for a review.

External relations

Connection with European organisations in the field of quality assurance and attendance of events

MusiQuE is an affiliate member of the European Association for Quality Assurance (ENQA - www.enqa.eu) and a member of the European Alliance for Subject-specific and Professional Accreditation and QA (EASPA – www.easpa.eu). In 2015, MusiQuE was represented at:

o The ENQA Forum on 16-17 April 2015 in Cordoba.

o The EASPA General Assembly on 5 June 2015 in Düsseldorf.

o The ENQA General Assembly on 22-23 October 2015 in Dublin.

o The European Quality Assurance Forum (EQAF) on 19-21 November 2015 in London, during which a paper about MusiQuE and its international dimension was presented.

o The seminar organised by the Dutch-Flemish Accreditation Organisation (NVAO) and the European Consortium for Accreditation in Higher Education (ECA) on "National Implementation of the European Approach for Quality Assurance of Joint Programmes" on 3 December 2015 in The Hague.

Cooperation with national quality assurance and accreditation agencies:

o On 4 June MusiQuE met with representatives of the Agency for Quality Assurance and Accreditation Austria (AQ Austria) to discuss a cooperation agreement in relation to joint audit and accreditation procedures from 2016 onwards.

o On 15 July MusiQuE was presented to representatives of the Dutch-Flemish Accreditation Organisation (NVAO). MusiQuE is listed on the NVAO website as one of the evaluation bodies with which procedures can be undertaken.

o On 27 August MusiQuE was presented to representatives of the German Accreditation Council (Akkreditierungsrat) in Germany and the requirements which would enable MusiQuE to operate in Germany were explored.

Reaction to European policy developments

In 2015, Ministers of the European Higher Education Area reiterated their commitment to enable higher education institutions to use suitable EQAR registered agencies for their external quality assurance process, respecting the national arrangements for the decision making on quality assurance outcomes. The MusiQuE Board welcomed this commitment and also took note of the document 'The European Approach to Quality Assurance of Joint Programmes' stating that any joint programme will be able to use any agency listed on EQAR for a review or accreditation. In order to adhere to this 'European Approach', the MusiQuE

Board decided to make a comparative analysis of the Approach and of the MusiQuE standards for joint programmes.

Application to the European Quality Assurance Register (EQAR)

To be able to conduct quality enhancement reviews or accreditation procedures independently in various European countries, MusiQuE had to be recognised by and listed on the European Quality Assurance Register for Higher Education (EQAR). To gain this recognition MusiQuE had to undergo an external evaluation by a team of international experts in quality assurance and be assessed against the latest version of the Standards and Guidelines for Quality Assurance in the European Higher Education Area (ESG). The first months of existence of MusiQuE were therefore dedicated to the preparation of the documentation for the external review and the organisation of the site visit planned on 1-2 July 2015.

The National Association of Schools of Music (NASM) had already agreed with AEC in September 2014 to serve as Review Coordinator for the review process of the entity to be established. Following MusiQuE's establishment, an agreement between MusiQuE and NASM was signed in order to complete the terms of reference initially signed between AEC and the NASM.

In 2014-2015, the Review Coordinator put together a Review Panel composed of international experts in quality assurance. The following experts were members of the panel:
- o Daniel Sher (Chair), Dean Emeritus, College of Music, University of Colorado Boulder
- o Andre Sursock, Senior Adviser, European University Association
- o Jeffrey Sharkey, Principal, Royal Conservatoire of Scotland
- o Iring Wasser, Managing Director, Accreditation Agency for Engineering, Informatics, Natural Sciences and Mathematics
- o Jordan Gregoris, Master Student, Haute Ecole de Musique de Lausanne
- o Pieter-Jan Van de Velde (Secretary), Staff Member, Flemish Higher Education Council

During its review visit, the external Review Panel interviewed reviewers involved in AEC and MusiQuE review procedures, as well as representatives of reviewed institutions and programmes, and representatives of accreditation agencies which have cooperated with MusiQuE. The programme of the review visit, including a detailed list of participants, can be found in the review schedule. The willingness of the participants to travel to Brussels and the support they expressed during the interviews with the Review Panel gave a great boost to the further development of MusiQuE.

The external Review report was delivered to MusiQuE in October 2015. It confirmed full or partial compliance of MusiQuE's activities to the ESG and contained a list of valuable of recommendations for the

further development of the organisation As a response to these recommendations, the MusiQuE Board created an action plan which lists the actions needed for the fulfilment of the recommendations.

An application to EQAR was then prepared to be submitted in March 2016. At the time of writing, EQAR has officially announced that the application of MusiQuE to be listed on the Register was successful.

List of relevant documents and articles produced

MusiQuE Framework Document

MusiQuE – Music Quality Enhancement: Background, Mission and Regulations

http://www.musique-qe.eu/documents/musique-framework-document

MusiQuE Standards

MusiQuE Standards for Institutional, Programme and Joint programme Review

http://www.musique-qe.eu/documents/musique-standards

Articles

http://www.musique-qe.eu/documents/articles

'How to support Quality through International Activities - Case studies from the field of higher music education'

Trend analysis

http://www.musique-qe.eu/documents/trend-analysis

Trend analysis 2014 by Gustav Djupsjöbacka (peer-reviewer) on review reports produced in 2010-2013

Transversal analysis 2015 of the higher music education system in the Federation Wallonie-Bruxelles.

Reports of institutions and programmes reviewed by MusiQuE

http://www.musique-qe.eu/completed-reviews

MusiQuE Templates

http://www.musique-qe.eu/documents/templates

MusiQuE Template for Peer-Reviewers Profile

MusiQuE Template for self-evaluation report

MusiQuE Template for institutional site-visit schedule

MusiQuE Template for follow-up process

External Evaluation

MusiQuE External Review Report

http://www.musique-qe.eu/documents/external-review-report

European references

Standards and Guidelines for Quality Assurance in the European Higher Education Area (ESG)

http://www.enqa.eu/wp-content/uploads/2015/05/ESG_endorsed-with-changed-foreword.pdf