

19.05.2017 / GBJ

Second 3-day partner meeting in Husavik, 8 - 10 May 2017

Aims of the second meeting (WP 06)

The overall aim is to evaluate the completed competence survey (WP 03) and published Competence report (WP 04), and to adopt the outlined curricula and teaching methodology (WP 05) as a stepping stone for planning the series of national training courses, May - Sept 2017 (WP 07).

Attending the meeting:

Bente von Schindel, Musisk Oplysnings Forbund, Denmark

Hans Jørgen Vodsgaard - Interfolk, Denmark

Oskar Koivumäki - Finlands Svenska Ungdomsförbund, Finland

Ena Drenkhan - Tartu Rahvaülikool, Estonia

Óli Halldórsson - Husavik Academic Center, Iceland

Gréta Bergrún Jóhannesdóttir - Husavik Academic Center, Iceland

Monday, 8 May, 20 - 21

1. Formalities
 - a) Welcome and practical information
 - b) Appoint a moderator and a reporter
 - *Óli Halldórsson was appointed moderator and Gréta Bergrún Jóhannesdóttir reporter*
 - c) Approval of the agenda
 - *Agenda was approved by all partners*
 - d) Sign Attendance List
 - *Attendance list was signed by all partners*
2. Since last time: Info on matters not included in the items below
 - a) News from the coordinator
 - *Hans went over the main progress of the project and how financial reports and payments will be until the end of the project.*
 - b) News from partners
 - *Óli discussed shortly how HAC intends to have the short course for cultural volunteers, busy people and sometimes hard to get*
 - *Bente - same problem, busy people and will be set on after the summer holiday, municipality is interested in the work*
 - *Oskar - needs more time to finish the curricula*
 - *Ena - how are the other partners financing the courses, teacher's payments, should there be a fee for the participants*
 - *Hans went over how the course is financed in the project budget*
 - *Discussions on how the course can be organised according the given budget*
 - c) Other issues

Tuesday, 9 May, 9 - 17

- *Short tour and introduction on HAC facilities - Óli Halldórsson*
3. Evaluate the competence surveys (wp 03) and the final Report (wp 04)
 - a) Present and evaluate the local surveys. Intro by the partners
 - *Gréta explained how the cultural NGO's in the area function, and that the survey showed that cultural management course could be most useful*
 - *Bente went over how rural population development has been hard for smaller communities in Denmark. In some municipalities, there have been renovations old houses for cultural events*
 - *Oskar - short presentation of current cultural policy in Finland, presentation of three NGO's in rural areas and how to improve cultural activities.*
 - *Ena went over some rural aspects of Estonia, in rural areas there are a lot of women's and men's associations, much dance and singing culture*
 - b) Present and evaluate the Final Report. Intro by Bente.
 - *Short presentation from Bente, local stories are important to tell, and how she combined the material in the report*
 - c) Clarify common recommendations from the surveys
 4. Adopt guidelines for curricula, teaching methodology and certification methods (WP 05)
 - a) Present and clarify the curricula guidelines. Intro by Ena
 - b) Present and clarify the teaching methodology.
 - c) Present and clarify possible certification methods.
 5. Guidelines for the series of pilot courses (WP 07)
 - a) Present draft course programmes and clarify common guidelines. Intro by partners
 - b) Present methods to efficient recruitment of participants
 - c) Guidelines on how to test and present evaluation results
 - *Ena - what kind of needs does our target group have, some points in the curricula are necessary as guidelines from the ministry. Approach to learning, both for teachers and students. Assessment is most difficult for us now, we have to do it if is more than 6 hours, the process is different and needs to be worked out with the teacher how the course will be assessed. A lot of teachers don't have education background and need to learn how to do assessment. Have to make it as positive as possible to get participants.*
 - *Óli - laws in Iceland since 2010 about adult education, shorter courses under 40 hours are not obligated to follow specific curricula. Course description is used as a term and that is our approach. The course description can be sent to other learning centres in Iceland and used there. Discussion on how HAC presents short courses and how the Icelandic learning and training centre functions as an umbrella for longer courses with a lot of curricula's and possibility for funding. EQM - European Quality Mark - for adult education is used at HAC. Survey Monkey is an online assessment tool, used after all courses at HAC*
 - *Discussion on the guidelines and how different approaches are used in the countries, i.e. people that have been in the job market and want to evaluate their experience into the education system*
 - *Hans - European qualification framework - difficult task to refer to it. What kind of method should be used to select participants. Need for management and financial skills. It is important that people know their own competent, strong and weak sides, and how that can be uses in being a cultural volunteer. Independent work within the course, can*

be before or after, or during the course. Target group is two municipalities, if it is a success it can be transferred to other municipalities.

- *Oskar - course plan will be developed further - the target group would be mainly in rural areas in South Finland, might be more than one course. Participants develop an idea during the course, which will include budget, project management and financing, i.e. how to write applications*
- *Ena - going to make some additions, both in time and focus, teachers will learn about participant's background and use that in the teaching*
- *Óli and Gréta - how can we get participants - don't have the tool to commute through a workplace like with other courses. More detailed plan will be made in the fall, how and where the course will be. Possible connection to the cultural center.*

6. Guidelines for the Curricula report, five language editions (WP 08)

- a) Present and clarify the draft disposition of the Curricula report. Intro by Hans
 - b) Clarify how to prepare and publish five language editions
- *Discussion on how to present the course programs, maybe show examples of how some courses were done. The timeframe will be delayed until February. Hans will make a draft after the pilot courses have taken place.*

Wednesday, 10 May, 09 - 17

7. Plan the dissemination activities

- a) Present the dissemination activities until now. By all partners.
 - *Bente - using facebook and websites*
 - *Oli - adult education in our own institution and to the board members off HAC, will be in more contact with the NGO's in the fall*
 - *Oskar - newsmail in the beginning, presentation in field visits, printed material in a magazine, a small article, using facebookgroup for employees of youth organizations*
 - *Ena - in our web page, introduction in different meetings*
 - *Discussion on how to disseminate to other Nordic countries, Hans is going to follow up on it and see what can be done, and the other Baltic states*
- b) Evaluate the project website
 - *Needs some updates - not much work been done or material added since the beginning*
- c) Clarify the demands to the national conferences and the final dissemination activities
 - *Up to each partner how to do it best. Possible to combine with another platform, where there are already participants. No demands on number of participants. Somehow to evaluate and report to other partners before the third partners meeting in Helsinki in May. Oli and Greta will make a form to fill in about the conferences.*

8. Guidelines of monitoring, evaluation and QA - present, discuss and adopt

- a) Assess the ongoing procedures for progress evaluation
 - *Discussion of how to evaluate the process of the project, with questionnaires' or other tools. Methods and produce can be different between areas since groups are not all as easy to access.*
- c) Clarify when and how to provide impact evaluations

9. Detail planning of the next steps

- a) Time schedule for testing pilot courses (WP 07)
- b) Time Schedule for publishing Curricula Compendium, five language editions (WP 08)
- c) Time and place of third meeting in Finland (WP 09)
- d) Time schedule the dissemination activities until the third partner meeting in Helsinki
- e) Time schedule the evaluation activities until third meeting in Helsinki
 - *The time frame for the pilot courses can be stretched until November, since august and September are not the best months for courses*
 - *Then to edit and publish the curricula report can be delayed until February*
 - *Third partner meeting will be moved to May 2018, dates 14-15 May*

10. Evaluations

- a) Oral evaluation round of the preceding work
- b) Oral evaluation round of WP 06: The second partner meeting
 - *Discussion on how the time has been, whale watching, testing traditional shark meat, the meeting room in the whale museum.*

11. A.O.B. (any other business)