



ATEM MATTERS

THE NEWSLETTER OF THE ASSOCIATION FOR TERTIARY EDUCATION MANAGEMENT INC

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WELCOME
from the
EDITOR

Welcome to 2003!

As usual, everyone's lives are getting busier as we struggle to meet all the conflicting demands being placed on us. That's when I find having ATEM colleagues at other institutions I can touch base with keeps me (relatively!) sane, as I find out we're all struggling through the same issues – we are not alone.

I hope you enjoy this issue which brings, as well as the normal Branch reports and information from our hardworking Secretariat, the first detailed information about our annual conference... it's time to start planning for it and making your arrangements.

To colleagues in our Canberra branch who has to deal with the horrific bushfires in January, our sympathies and best wishes.

I hope you all find some interesting articles in this edition, and, as always, would welcome your feedback or contributions.

Bye for now

MARGIE COLE
Association Secretary
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ATEM
EXECUTIVE
REPORT

by our
ASSOCIATION
SECRETARIAT

SUMMARY OF FEBRUARY EXECUTIVE COMMITTEE TELECONFERENCE FEBRUARY 2003

ATEM's FUTURE

The Committee discussed the President's paper on this matter and resolved that it be sent to Branches and to Members for feedback and comment. The paper can be downloaded from http://www.atem.org.au/members/policy_structural_financing.cfm.

The changes proposed implement the various ideas that various Council meetings and AGMs have endorsed over the last two years. It is time to act now. Please read the paper and respond.

CORPORATE MEMBERS FEE – RETENTION BY COUNCIL

The Committee discussed a report from the Treasurer on the options available which could resolve the difficulty being experienced in some Branches in relation to the retention of 100% of the Corporate Members fee by Council. The report contains various options which will be considered by Council. If you are interested in finding out more go to www.atem.org.au 'members only' section, and click on 'Meeting' and then on 'Executive'.

WEB SITE DEVELOPMENT – STAGE 2

Funding for the re-development of the back end of the web site, and the implementation of full e-commerce facilities, was discussed. The Secretariat reported that there had been no objection to the special levy on each Branch for this project, although there were various suggestions of how the levy should be calculated.

It was resolved to go ahead with the project and that the question of the levy would be resolved at the May Council meeting.

The redesign is now largely complete, and a 'tutorial' on how to use it is happening for Branch Executive members who access the member's database. Some teething problems have been identified and we're working on them to have the site up to speed and better for us all.

INSTITUTIONAL COORDINATORS

C@L Jan McAdam's paper on the terms of reference for Institutional Coordinators was approved by the Committee and calls for volunteers are being made. If you are interested in helping ATEM at the institutional or regional level please go to www.atem.org.au 'members only' section and click on 'Policy' and then on 'Institutional Coordinators'. Coordinators who succeed in their roles will have their 2004 membership fees waived. They will also be provided with a special session each year at the Annual Conference where good practice can be reviewed and discussed. NZers should contact their Branch as there are already sound networks in place.

The creation of this role immensely broadens the old two-tiered system of Council and Branch.

It will become a three tiered system, spreading out to all institutions over time, adding hundreds of active new minds and hearts to the ATEM cause.

ATEM FOUNDATION

The Committee discussed the work of the Foundation. It was agreed to recommend to Council, and the Board of the Foundation, that the program be maintained at a lower level of activity until the work on the restructure of ATEM was complete; that the Board membership be reduced to President, Vice-President and Association Secretary; and that the ATEM Ghosts be requested to consider spearheading a bequests program.

ATEM/AAPPA MEMORANDUM OF UNDERSTANDING

The final draft of the MOU between ATEM and AAPPA has been signed off by both parties, and paves the way for an ongoing joint annual conference.

FUTURE CONFERENCES

The President reported on discussions with the President of AAPPA about inviting other specialised groups to participate in future conferences: specifically, the inclusion of AAIR in the 2003 Conference, and similar possibilities for future conferences. The Committee noted that the matter has been resolved satisfactorily. As a result, AAIR will be involved with our conference this year, adding extra depth and even more colleagues.

CONFERENCE MANUAL

The Committee noted that the Association Secretary had completed the revision of the Conference Manual in consultation with AAPPA and that both parties had signed off on the document. It can be found on the web under 'Conferences'. Branches in line for the conference beyond 2003 should ensure all people involved in the organising have a copy of the Manual, as it includes agreed "must do's" as well as helpful guides for many aspects of their organisation.

THE JOURNAL OF HIGHER EDUCATION POLICY AND MANAGEMENT

The President reported that Carfax had requested that the *Journal of Higher Education Policy and Management* be produced three times a year, as the quantity and quality of material being submitted justified an extra edition each year. Carfax would increase its contribution towards Editorial expenses in proportion if the proposal was acceptable.

The Committee noted that the proposal was budget neutral and resolved to accept it. The Joint Editors have been given authority to sign the agreement.

SUCCESSION PLANNING

There was a discussion about the 2003 Council Elections and members expressed their intentions in this regard. The positions falling vacant are President, Vice-President (Tom Gregg), Treasurer and Councillor at Large (Jan McAdam). So those of you out there who have been thinking of becoming more involved, this is your chance! Nominations for the vacancies will be called on 1 June.

GILES PICKFORD AND PETER SCARDONI
Association Secretariat February 2003

ATEM
aappa

ADELAIDE
28 Sep - 1 Oct 2003

THE 2003 TERTIARY EDUCATION MANAGEMENT CONFERENCE

(The Tertiary Education Management Conference is the re-badged name of what you all know of as the ATEM/AAPPA Conference, our flagship Association Conference.)

The 2003 Tertiary Education Management Conference will be a joint conference of ATEM and the Australasian Association of Higher Education Facilities Officers (AAPPA), and incorporating for the first time the Australian Association of Institutional Research (AAIR). The Conference Planning team is promising an exciting and stimulating conference, which has something for everyone. Numbers will be limited so the organisers are confident of a "sell-out", even more with the inclusion of the AAIR membership. We would therefore encourage people to register their interest as soon as possible – it won't guarantee you a place but at least you will be amongst the first to know when registrations open.

WHEN: Sunday 29 September to Wednesday 3 October 2003

WHERE: Adelaide Hilton, Victoria Square, Adelaide

CALL FOR PAPERS: The program for the Tertiary Education Management conference in Adelaide is structured differently from previous conferences. Each concurrent session has a theme which follows from that addressed by the preceding keynote speaker. The themes are designed to be very broad and there are a number of linking ideas or sub-themes designed to provoke some thinking and give people some ideas about what the focus of their paper could be.

Streams will be finalised following the acceptance of abstracts, but the organisers expect that they will be similar to concurrent sessions from previous conferences and will focus on experience, practice and management within institutions (for example, student and academic administration, facilities management, HR, leading and managing, and additionally, AAIR, NRCB and any others that emerge). Given the broad themes outlined, we hope to see some new and possibly mixed streams for participants to explore.

Papers will be selected on the basis of the quality of their abstracts and links with the themes. Presenters will be notified by early May if their abstracts have been accepted and the papers will need to be provided by early August. There is also the opportunity for poster presentations which the organisers believe might be particularly attractive to first-time presenters. Please refer website for further information.

FURTHER INFORMATION: the Conference website

<http://www.sapmea.asn.au/conventions/atem-aappa2003/index.html>

is the first port of call for those seeking further information. Bulletins will however be sent out to members and institutions as details are firmed up. We suggest that you bookmark the website and refer to it periodically.

TAKE A BREAK: Take a few extra days and enjoy what South Australia has to offer, either before or after the conference. The conference organisers will be posting a range of package tours and other ideas on the website but those interested in a preliminary look at what is available might refer to the South Australian Tourist Commission website <http://www.southaustralia.com/home.asp> and perhaps request a copy of its free booklet *South Australian Secrets* (refer website for details on how to order)

MEMBERS
PLEASE GIVE
FEEDBACK –
WE WANT TO
HEAR FROM
YOU!

ATEM's FUTURE:

Comments on a draft paper about the [structure and financing](#) of ATEM are now called for. Feedback is invited from all members, either via your Branch or direct to the ATEM Secretariat (atem1@bigpond.com), by 11 April 2003. This draft will be updated once the feedback period has closed, and it will then be considered by the May meeting of the ATEM Council.

CALL FOR VOLUNTEERS:

ATEM will appoint Institutional or Regional Coordinators to conduct ATEM's relationship with its members within each tertiary institution. Institutional Coordinators who succeed in their roles will be recompensed by being awarded free membership (currently \$121). If you are interested in being an Institutional Coordinator, please send your name, position, institution and e-mail address to the ATEM Secretariat at atem1@bigpond.com. NZers please contact your Branch first, as there are already sound networks in place for this type of activity.

Should you have any feedback or comments you would like to make on any part of the web site or any of the Associations initiatives please do not hesitate to contact the ATEM Secretariat at email atem1@bigpond.com or by telephone 61 2 6125 5300.

ATEM
ARCHIVES –
CONFERENCE
PAPERS

A WEALTH OF KNOW-HOW

The archived papers of all ATEM Conferences since 1997 are now on the ATEM web site. The 1997 Conference was the occasion of ATEM's 21st Birthday Party, so it was a fitting date for the Archive to begin. To remind you of the Conferences in question they are set out below.

1997	Sydney	Coming of Age - Finding the Key to the Future
1998	Darwin	Walking the Tightrope: Competitive Collaboration
1999	Wellington	A Balancing Act: Looking Ahead, Learning from Experience
2000	Melbourne	The Selling of Education - New Ways of Doing Business
2001	Canberra	Federations of Learning
2002	Brisbane	E=MC3: Excellence = Managing Colleagues, Customers and Core Values

There is an immense wealth of information, speculation, enquiry and general know-how in these pages.

If you are struggling with a difficult conundrum, the answer may well lie in these pages. And guess what? They are archived for us by the National Library of Australia, and therefore they are available to the world.

The way to access them is to click on www.atem.org.au and then click on 'Conferences'. This will bring up a menu where you will find 'Archived Papers'. This link takes you through to the ATEM section of the National Library of Australia's Pandora Archive.

One of ATEM's core businesses is to assist its members to successfully find their way through work and other problems. We do this through discussions conducted in the ATEM Chat Rooms (now called 'Forums'), through the *Journal of Higher Education Policy and Management* and through the Annual Conferences. The material covered in Conferences held before 1997 was published in hard copy and is sometimes available from the Branch that ran the Conference.

Recently, with the creation of the ATEM web site and the centralisation of some aspects of our work, it has become possible to preserve thousands of conference papers in cyberspace. Think about it. One day your paper may be accessible from outer space.

Here is a question for Branch Presidents. Should the proceedings of Branch Conferences be archived in this way? We leave it with you.

GILES PICKFORD AND PETER SCARDONI
ASSOCIATION SECRETARIAT

ALUMNI
TODAY,
GONE
TOMORROW

FACES OF THE NEW MILLENNIUM: GEN Y

(Michael J Halls is a long time member of ATEM, a past president of AUAC and ADAPE Vic/Tas and formerly Director, Student Affairs at Victoria University. He is now Principal Consultant with Glowicon Pty Ltd, Melbourne.)

I recently attended the first 2003 meeting of the Alumni Special Interest Group of ADAPE Vic/Tas because the topic Keeping Young Alumni in Touch and Interested challenged this baby boomer.

Engaging young alumni seems to me to be the major challenge for alumni relations practitioners as they grapple with Generation Y members (born from 1977).

CASE *Currents* last mentioned young alumni in June 1998 providing sound advice in Young Alumni- Gen Xers

- Xers are sceptical so establish cross-generational mentoring programs. Focus on career training.
- Gen Xers count every dollar and debate every purchase so keep the cost of young alumni events low
- They are protective of their time so events should be tailored (eg chat rooms). Go to the source for ideas, offer a social network and
- Get to the point. Xers tell it like it is
- Pay attention to diversity
- Show them how to give back.

Find out what young alumni want! Seems self-evident to me and crosses generational lines.

Most of us now have Generation Y alumni and their expectations are, of course, filling niches.

- Make your products cool to the kids as well as the parents
- Exploit contests and promotions
- Become 'hip' i.e. be present where they want to spend time
- Mobile phones and good causes: More than 50% own their own mobile phone, 91% of this group value companies and products that support good causes and 89% would likely switch brands to one associated with a good cause
- Desire for community and noticeably tolerant
- Don't talk down to them, they don't like advertising and they're educated.

I have a feeling they are the new 'Aquarians' and I wanted to know how our colleagues were dealing with engagement with this group. I was also interested in how to ensure that I had ideas to engineer the transfer of loyalty from one institution to another without undermining a sister institution.

Genie Scott, De La Salle College, Malvern, Deborah Pugh, St Hilda's College, University of Melbourne and Marlene Polska, Korowa Anglican Girls School, Glen Iris and other participants had these ideas:

- Alumni membership fees should be collected during their enrolment periods providing lifetime membership on graduation
- Reunion events should be held very soon after the end of the students' time at school, residency or university and certainly within the first quarter
- Give them time to socialise and catch up with each other's recent activities and achievements
- Provide membership certificates and testimonials which are useful for resumes and portfolios
- Go ahead and hold that 5 year reunion
- Target former student leaders as potential focus group members or alumni volunteers for programming
- Upgrade your technology. Internet and SMS communications need to be intuitive and excellent standard. Use direct email rather than direct mail
- Photos, photos, photos. Everyone likes to see rather than read about people and events
- Introduce your mentoring, coaching and HR consultancy services and programs immediately
- Events should be upmarket for Generation Y
- Fundraising is best approached as if the event were a trade fair or career market. Leave plenty of material lying around. It will be picked up, taken and read. (There appears to be trend to endowment for the fifteen years out group)

	<ul style="list-style-type: none"> • Try a full weekend program and • Concentrate on engaging Gen Y alumni as volunteers. Capture their energy. <p>I'm looking forward to attending my next professional development activity now.</p> <p>Michael J Halls 3 March 2003</p> <p>michael.halls@bigpond.com</p> <p>NOTES MM Kennedy, <u>X Marks the Spot</u> and LC Jackson, <u>Inside Information</u>, CASE <i>Currents</i>, June 1998. MJ Halls and J Luciani presented a similar proposition at the AUAC annual conference in 1993 in Brisbane.</p>
<p>AACRAO CONFERENCE</p>	<p>Anticipation is over! The details for the American Association of Collegiate Registrar and Admissions Officers (AACRAO) 2003 Annual Meeting in Washington, D.C. are now posted on the AACRAO Web site at http://www.aacrao.org/washington.</p>
<p>SOUTH AUSTRALIA BRANCH REPORT</p>	<p>PROFESSIONAL ENHANCEMENT ACTIVITIES</p> <p>Due to the work associated with the planning for the 2003 Tertiary Education Management Conference, the annual conference of ATEM and the Australasian Association of Higher Education Facilities Officers (otherwise known as AAPPA), which is to be held in Adelaide in September/October, the range of Branch activities planned for the year is not be as extensive as usual.</p> <p>The Branch Executive is planning a few breakfast sessions with guest speakers and also plans to offer its popular one-day "Higher Education Update" in June/July. Specific details will be distributed to members as they become available.</p> <p>However, we can announce that there will be a breakfast session with guest speaker on 30 April. Details of speaker and venue will be distributed within next few weeks but members are asked to place it in their diary.</p> <p>Applications for John Emery Study Scholarships will also be invited shortly and members are asked to keep an eye out for this announcement. The Scholarships provide a grant of up to \$1000 to assist Branch members to undertake studies relevant to their professional development.</p> <p>BRANCH EXECUTIVE MEMBERSHIP</p> <p>The current membership of the Branch Executive is as follows.</p> <p>President: Ion Wallace Faculty of Health Sciences Flinders University of South Australia Ph: 8201 3417 Fax: 8201 3905 Email: ion.wallace@flinders.edu.au</p>

Vice-President(Professional Enhancement):

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Vice President

Vacant

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2003 TERTIARY EDUCATION MANAGEMENT CONFERENCE

The 2003 Conference will, as a consequence of an historic agreement between ATEM and AAPPA, be the first conference under the banner of *Tertiary Education Management Conference*. It will, also for the first time, be inclusive of the Australian Association for Institutional Research (AAIR) and we are very pleased to welcome members of that association to the fold. Refer separate Conference report in this bulletin.

The 2003 conference will be held at the Adelaide Hilton from Sunday 29 September to Wednesday 3 October. The planning process is well under way but there will be numerous jobs to be done as the date draws closer.

South Australian members who are interested in helping should please contact the conference convener, David French, on 8201 2121 or by email (david.french@flinders.edu.au)

ION WALLACE PRESIDENT SA

ion.wallace@flinders.edu.au

<p>CANBERRA BRANCH REPORT</p>	<p>Due to our Canberra Branch members being busy mopping up after the fires, there is no Branch report this time round. Hopefully by the next edition, things will be back to normal.</p> <p>MICHAEL WERTS CANBERRA BRANCH PRESIDENT mgw@adminserver.canberra.edu.au</p>
<p>NEW ZEALAND BRANCH REPORT</p>	<p>The New Zealand Branch committee met in November 2002 at the University of Canterbury for a very successful planning day.</p> <p>MEMBERSHIP The branch resolved to send out hard copy invoices to members for renewing subscriptions and to revert to a set membership renewal date, with a discount if paid by the due date. This has been implemented and Peter Wills, the branch secretary reports that the response has been extraordinary. The subscriptions from those who have been invoiced are rolling in.</p> <p>What does this tell us? The message for the NZ branch is that members want a hard copy subscription invoice and will respond to that by paying their fees. Stage two is to invoice those on the non financial membership list. We will keep you informed of the result.</p> <p>Strong concern was expressed at the loss of the corporate membership fee from the branch. New Zealand has 20 corporate members and this decision has severe repercussions for the branch.</p> <p>PROFESSIONAL DEVELOPMENT The NZ Branch conference is scheduled for early July in Auckland.</p> <p>The Professional Development programme includes an exciting initiative in partnership with the Ministry of Education to address our corporate members. This will take the form of a conference or forum on Human Resource issues for those who work in the Tertiary sector. The State Services Commission and a number of consultancy firms have expressed interest in being involved in this initiative.</p> <p>ADVOCACY The New Zealand branch has been recognised by the Associate Minister of Education who is responsible for the Tertiary Education Commission (TEC). He is reconvening the Tertiary Consultative Group (TCG). ATEM is recognised as a member of the TCG and the branch president had been invited to attend a meeting in March. The TCG is considered to be a focal hub for cross sectoral interaction and relationship building, meeting to engage on a range of tertiary education issues and to provide a forum for sector representatives to exchange information with the Minister and other parts of the system.</p> <p>The TEC is a new standalone crown entity that includes the functions and responsibilities of the Transition Tertiary Education Commission, Skill New Zealand and Tertiary Resourcing from the Ministry of Education.</p> <p>The TEC is established under the provisions of the Education (Tertiary Reform) Amendment Act 2002. The Hon Steve Maharey is the Minister responsible for the Tertiary Education Commission.</p> <p>The TEC is responsible for funding all post-compulsory education and training offered by universities, polytechnics, colleges of education, wānanga, private training establishments, foundation education agencies, industry training organisations and adult and community education providers.</p>

	<p>The TEC will also oversee the implementation of the Tertiary Education Strategy and associated set of priorities.</p> <p>The TEC will take an active role in facilitating collaboration and cooperation in the tertiary education system, and a greater system connectedness to wider New Zealand businesses, communities, iwi and enterprises.</p> <p>The President and regional representatives are currently seeking member's views on the three topics posed by the Minister, for consideration at the March meeting.</p> <p>GENERAL Reflecting on 2002 we are delighted that our members have been very active in ATEM. Margaret West (Otago) is representing ATEM at the 2003 AUA conference in the UK; Bruce Knox (Auckland) was the recipient of the Peter Karmel award and several of our members have presented papers at our branch conference and the ATEM Brisbane conference. Our NZ branch awards to assist members to attend the ATEM conference were keenly contested. These activities are indicative of a branch in good heart. The great work of our regional representatives is a critical factor in this result.</p> <p>GINNY FERGUSON NZ BRANCH PRESIDENT g.ferguson@regy.canterbury.ac.nz</p>
CORRECTION!!!	<p>CORRECTION</p> <p>In <i>ATEM Matters</i>, November 2002, the following sentence appeared in an article on the New Zealand Branch Conference (page 12) written by Giles Pickford</p> <p>"There are more Australians following postgraduate studies in California than there are in Australia".</p> <p>Giles has pointed out that the word 'postgraduate' should be replaced by 'postdoctoral'.</p> <p>Thanks for clarifying, Giles!</p>
TASMANIAN BRANCH REPORT	<p>Following a busy start to the year the ATEM Branch Executive will be working hard to develop a stimulating program of activities for 2003.</p> <p>Branch activities to-date have concentrated on organisational issues with executive members assigned to various sub-committees eg professional development and other activities, 2004 conference organisation and social/recruitment activities.</p> <p>Ideas for the 2003 program of activities have also been discussed. The final program will include professional development activities aimed at developing generic management skills, breakfast sessions with guest speakers invited to give a presentation on a topic of general interest, visits and tours of University departments and other sites of interest and social gatherings.</p> <p>An organising committee for the 2004 conference, to be held in Tasmania and chaired by AAPPA, has been formed and will oversee the arrangements.</p>

	<p>ATEM LUNCH TO WELCOME THE NEW VICE-CHANCELLOR, PROFESSOR & MRS DARYL LE GREW</p> <p>The first function of the Tasmanian Branch of ATEM will be a social occasion to be held on 31 March to welcome the new Vice-Chancellor Professor Daryl Le Grew, formerly Vice-Chancellor of the University of Canterbury in NZ and Mrs Jo Le Grew.</p> <p>The luncheon will be held at the University Club and current members as well as prospective members have been invited to attend.</p> <p>RICHARD EASTHER PRESIDENT – TAS Richard.Easther@utas.edu.au</p>
<p>QUEENSLAND BRANCH REPORT</p>	<p>TRAINING</p> <p>With another quality presentation of the <i>Marketing Education</i> workshop behind us, the Queensland Branch has begun what we hope will be another very successful year. The two day workshop was the vehicle used to establish a routine suited to the new venue which we will be using for training activities in 2003. After five years of almost exclusively working at the State Government's conference facility Yungaba, at Kangaroo Point, it became necessary to move because the pending sale of the premises meant that bookings for 2003 were not being taken. Being adjacent to the city centre and having free off the road parking made it a very convenient venue. The decision to move in time to book all the activities on the Branch's 2003 activities program into the relatively new EcoCentre on Griffith University's Nathan campus. Built on the edge of Toohey Forest Park this is a beautiful but quite different venue. We are sure our members and colleagues will long remember the days they spend there.</p> <p>As befitted such a memorable occasion, this presentation of <i>Marketing Education</i> by Dr Stephen Holmes attracted some very welcome visitors from out of this state. Participants included three who came specifically to attend the workshop from as far afield as Auckland, Adelaide and Newcastle and they were pleased that they had done so.</p> <p>The pace of the training program will pick up in March with five activities scheduled and a further three in April. The activities being offered cover a variety of topics and will be of interest to a wide range of people. Dates and activities are:</p> <ul style="list-style-type: none"> * Wednesday 12 March <i>Writing for Publication: Introduction to preparing manuscripts for publication</i> Professor Royce Sadler, Griffith University * Tuesday 18 March <i>Financial Management of Off-shore Projects</i> Alison Harris and Sue Smith, Group Resource Managers, Finance and Business Services, Griffith University * Thursday 20 and Friday 21 March <i>Masterful Leadership : Unmasking Your Inner Wisdom</i> Hilary Langford, Oliver and Langford, Organisational Consultants * Wednesday 26 March <i>Universities: Managing Knowledge and Creating Value</i> Dr Kate Andrews, Director Knowledge Management, BDO Kendalls * Wednesday 2 April <i>Customer Service Workshop</i> Dr. Stephen Holmes, Stephen Holmes and Associates

* Tuesday 8 April

Contract Issues for Non-Lawyers

Kerrin Anderson, Senior Associate, Francis Abourizk Lightowlers and Tania Kearsley,
Assistant Legal Officer, University of Queensland

* Wednesday 30 April

Committee Skills

James Moloney, Senior Committees Officer, QUT

BRANCH EXECUTIVE COMMITTEE

Following his leadership of the Queensland Branch through the planning and presentation of that very successful 2002 Conference, Paul Abernethy retired from the Branch presidency. The position has been filled by Roger Byrom, Legal Officer at The University of Queensland.

Roger has had a long association with AITEA/ATEM. He has been an active member since 1981 when he became the University of Queensland's Legal Officer. Prior to that he was President of the Academic Staff Association at UQ and an executive member at the national level. Since joining, Roger has conducted a number of seminar programs on legal issues for university administrators in Queensland, Papua New Guinea and the Northern Territory. These presentations have included a half dozen biennial "northern tours" for the Queensland Branch to hold legal issues seminars at Central Queensland and James Cook Universities.

In 1994-96 he was ATEM (AITEA) Vice-President and redrafted the Constitution to its present form. He has been made an honorary member of the Queensland Branch. In the late nineties, Roger handled the legal issues in the AVCC's Training Program for University Senators/Council members.

Members of the Executive Committee are pleased that someone so eminently suitable for the task has accepted their invitation to be Branch President.

Shirley Robinson, a stalwart of the Branch Executive and its training activities for a decade, has resigned from the Committee. Shirley was always active and willing to step in and give assistance. In recent years that has been in the role of Assistant Treasurer, a position created to fill the gap when our jet-setting Branch Treasurer is abroad.

Concerned by the ageing profile of the Committee, the current Branch Executive decided it was time to add some new blood by creating three positions of Invited Member.

At their January meeting they welcomed the three youngsters who had accepted (It has to be out of curiosity. What else could possibly explain such behaviour?) The new Invited Members are:

* Margie Cole, Faculty Academic Services Manager, Faculty of Business, QUT
(Yes. She's the same one, also the hardworking Secretary of ATEM Inc.)

* Susie Head, Senior Scientific Officer, Office of Technical Services, Griffith
University Gold Coast

* Veronica O'Sullivan, Coordinator of Parking Services, QUT

Anyone with interest in any of the ATEM (QLD) training activities is invited to contact me, Bob Brownlie - r.brownlie@qut.edu.au

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BOB BROWNLIE
EXECUTIVE OFFICER ATEM (QLD)
r.brownlie@qut.edu.au

NORTHERN
TERRITORY
BRANCH
REPORT

Our last meeting in 2002 was an informal gathering of members at NTU Pirates Rugby Union Clubrooms.

Our first event in 2003 was an informal talk by NTU Vice Chancellor Professor Kenneth McKinnon. The meeting was held over lunch and gave members a chance to hear, first hand, Professor McKinnon's views on a range of issues relating to the future direction of NTU.

With the merging of Northern Territory University, Centralian College (Alice Springs) and the Menzies School of Health and Medical Research it is hoped that there will be an opportunity for the NT Branch to provide Professional Development to the Staff in those institutions. In the case of Centralian College, distance will make the job difficult, but we believe it is not impossible. The merger will give us the opportunity to be a true Northern Territory Branch instead of appearing to be exclusive to Darwin.

The NT Branch wishes Valda Ioane, former Branch Secretary and Committee Member, all the best for the future and welcomes two new members, Sharon Geier and Trish Whalan (bet you can't guess why she joined).

Our 2003 PD program has been designed to target the areas members felt were important to them in their current working environment.

NT ATEM STAFF DEVELOPMENT PROGRAM 2003

January	Vice-Chancellor's Address Over lunch For Financial ATEM Members only	Ken McKinnon AO
February	Indigenous people in the criminal justice system. To be held at Batchelor Institute of Indigenous Tertiary Education	Sally Thomas
March	Project Management	Graham Burton
April	Hints and Guidelines to help you speak in public	Toastmaster Club
May	How the new Privacy Act will affect your employment at NTU	TBA
June	Using Powerpoint for Presentations Time Management Skills Workshop	TBA EAS
July	Mentoring Workshop – 15 July 2003 (2 hour program) NT Branch Annual General Meeting	Christine Edwards
August	V-C follow-up address to ATEM members Multi Cultural Communications Workshop	Ken McKinnon AO TBA
September	How to deal with difficult customers 2/3 workshops – Darwin/Palmerston/Bachelor one hour over lunch	Student & Corporate Services Division staff or EAS
October	Master Plan of NTU	Bob Whalan

	<table border="1"> <tr> <td data-bbox="435 163 646 310">November</td> <td data-bbox="646 163 1209 310">Tertiary Education Management (ATEM) Conference Debrief One hour over lunch Stress Management Program</td> <td data-bbox="1209 163 1490 310">Conference attendees EAS</td> </tr> <tr> <td data-bbox="435 310 646 380">Friday 5 December</td> <td data-bbox="646 310 1209 380">Christmas function</td> <td data-bbox="1209 310 1490 380">Venue TBA</td> </tr> </table> <p>BOB WHALAN PRESIDENT NT BRANCH bob.whalan@ntu.edu.au</p>	November	Tertiary Education Management (ATEM) Conference Debrief One hour over lunch Stress Management Program	Conference attendees EAS	Friday 5 December	Christmas function	Venue TBA
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<p>VICTORIAN BRANCH REPORT</p>	<p>NEW MEMBERS OF BRANCH EXECUTIVE</p> <p>The Branch welcomes Lisa Gartlan (Melba Conservatorium) and Angela Maplestone (La Trobe University) as new members of the Branch Executive. Lisa has also taken on the role of Branch Treasurer.</p> <p>PRESENTATION TO DR SUE GOULD</p> <p>Dr Sue Gould, the immediate past president of the Victorian branch, was presented with a gift and thanked for her considerable contribution to the Branch both during her presidency and as a member over several years.</p> <p>PROFESSIONAL DEVELOPMENT PROGRAM</p> <p>The 2003 Professional Development Program has been finalised. Information will be available to members shortly on the Branch website. In addition to the number of popular programs that will be repeated, the Branch is offering several new programs including <i>Communication Skills for Women Who Lead</i> and <i>Managing Up</i>.</p> <p>2004 BRANCH CONFERENCE</p> <p>Planning has begun on the 2004 Branch Conference, which will be held at the Hilton on the Park in East Melbourne. Those interested in submitting papers for the conference are encouraged to contact the conference convenor, Ms Jacqueline Perdriau at Jacqueline.perdriau@adm.monash.edu.au.</p> <p>GERARD TOOHEY PRESIDENT, VICTORIAN BRANCH gtohey@smtp.monash.edu.au</p>						
<p>WESTERN AUSTRALIA BRANCH REPORT</p>	<p>COMMITTEE</p> <p>Few changes to the ATEM (WA) Committee have occurred this year (we must be treating people too well!). Sue Beardman has relinquished her position due to work pressures and Gloria McQuillan from ECU has taken her place. Thanks to Sue for her contribution to the Committee and thanks to Gloria for nominating to join us.</p> <p>The Committee now consists of the following:</p>						

Name	Position	Responsibility
Chris Jeffery	President	
Phillip Draber	Secretary/Treasurer	
Dennis Pentony	Executive Officer	
Brian O'Connor	Past President	
Linda McLain	Committee Member	Professional Development & State Conference
Renata Mattia	Committee Member	Website
Mark Stickells	Committee Member	Website
Laurie Money	Committee Member	State Conference
Gloria McQuillan	Committee Member	Study Grant
Chris Pepper	Committee Member	Membership
Pick Oo	Committee Member	General
Kevin Smith	Committee Member	TAFE Members

PROFESSIONAL DEVELOPMENT

2002 was a very successful year in terms of attendance at our PD sessions. Average attendance was in the thirties, which maintains the steady growth experienced over the last few years. The Distinguished Speaker event held in December, a presentation by the then newly appointed Vice Chancellor of Murdoch University, Professor John Yovich, attracted over 50 attendees. Professor Yovich addressed the issues facing tertiary institutions and there was a lively discussion after the formal presentation, continued over drinks.

2003 has been planned with another series of breakfast seminars on wide ranging topics and issues commencing in February with a session on teaching large classes and then moving to issues such as plagiarism, shared services, career progression for general staff, how to survive as a new staff member, risk governance and compliance and, if the final Nelson Report is ever issued, a panel of VCs discussing its implications.

STRATEGIC PLANNING

The Committee spent an afternoon in February planning for the next few years, basing its deliberations on the draft plans which have been circulated from the National Council. Further details about the outcomes will be reported in the next issue of this newsletter when we have put our thoughts together more coherently and addressed some operational issues. It was a very productive time and we are grateful to Lianne Cretney-Barnes from ECU who expertly guided us through our deliberations.

Now that we have decided on our priorities and direction, we will ensure that our activities and energies are more focused and, we hope, more relevant to our current and future members.

ANNUAL BRANCH CONFERENCE

Although we planned in 2002 to focus our July Conference on the theme of workload, the strategic planning day may result in a different emphasis with workload being a topic rather than an overarching theme. A decision will be made soon and planning will occur immediately thereafter to ensure another successful event.

CONCLUSION

Although this Report is not very dense, it does not signify inactivity on the part of the Committee. I foresee significant changes this year in the way we operate, resulting in discernible changes in the outcomes to our members. The next Report will outline some of these changes and the direction we are following in the near future.

CHRIS JEFFERY PRESIDENT - WA

NSW
BRANCH
REPORT

The NSW Branch has succeeded in putting together an enlarged Professional Development Program for 2003.

This year there will be two core events. As in 2001 and 2002, the **NSW Higher Education Update** will be held at UTS, this year on 18 July. The theme will be the implications of the Crossroads white paper, and the concept of the university as a business. Professor Grant Harman has already agreed to lead the paper presentations. The Branch has sent requests for practitioner papers, which will be a new feature of the Update this year, in response to member requests.

The Branch is delighted to announce the resuscitation of its **Orientation Program** for staff new to the sector. UNE will host this 2003 residential Program over three days 26-28 November.

Eight other half or full day programs have been planned around the above core events. These include institutional visits to OTEN and UAC, three programs on human resource management issues (Peer Review, Performance Management and Managing Difficult People), two sessions on records management and accountability (University Records: Compliance and Accountability, and Privacy and FOI) and one program on current issues related to International Students.

ALAN TILLEY
PRESIDENT - NSW
alan.tilley@mq.edu.au

GHOST
WRITER

NOTICE OF GHOSTS 4TH ANNUAL MEETING 2003

EXTRACT FROM 3rd Annual Lunch Minutes

'It was also agreed that, for the 4th Annual Lunch in Adelaide, the event should be open to ATEM Members as well as ATEM Ghosts. Colin Plowman was re-elected Convenor of Ghosts. The Lunch will be on Wednesday 1 October in or near the Adelaide Central Markets. Put it in your diaries now.'

CHANGE OF DATE

It is hard to set the date of a Lunch one year ahead. However, we keep trying. This often means a change of date, time, etc and this has occurred again for the 2003 meeting.

We can't have it at Lunch-time because of clashes with important official functions involving wine and such things which offer us too much competition.

The organisers have kindly found us a slot in which the only competing event is the AAPPA Dinner, so we have happily accepted this idea.

Therefore our 4th Annual Lunch will be held at dinner time, 7.00 for 7.30 pm on Monday 29 September.

The Convenor, Colin Plowman, is doing a lot of careful research in order to select the very best venue Adelaide can offer for our Lunch. Rest assured that the cost will be between \$100-\$150 and worth every cent of it.

'Recondite Insouciance and its Importance in 20th Century Sport' will be the theme of the Lunch.

We are hoping that Bob Speechley, Host of the 2000 Lunch at Walter's Wine Bar in Melbourne, will be there to do a book-launch around this theme.

Bob has recently appeared in an important book about the Northern and Combined Churches Cricket Competition, which dominated D-Grade Cricket so completely during the last half of our Century. Playing for Naughton's Old Boys, Bob managed to top the batting and bowling averages for his Club, and he also featured in some dramatic ring-ins which were such a constant feature of Park Cricket, played erratically on matting wickets in those distant days.

We are hoping that Speechley will attend our gathering as he has many questions to answer.

The book in question ('Any Old Eleven' by Jim Young, published by Hardie Grant Books, 2002) will be available for sale on the day, autographed by the author and Bob himself. It is a book that could only have happened in Melbourne, the world capital of recondite insouciance. It portrays cricket as the ultimately fascinating absurdity, in which respect one can truly say that it closely resembles life. The only way to approach such a puzzling mystery as cricket (or life) is with a profound lack of care, or recondite insouciance.

We will endeavour to do the same during our Lunch-Dinner in Adelaide, a City which would have a deep sympathy for the Northern and Combined Churches of Melbourne, even though the two Cities are rivals in so many other respects.

There is no need to respond at this stage. We are booking 20 seats which will be enough for us, going on past experience. This time we should be joined by a number of ordinary members: that is, people who still work and who therefore lack the ethereal dimension that comes with being otiose, or unemployed.

PREVIOUS ATEM GHOSTS LUNCHESES

2000	Walter's Wine Bar, Melbourne	Host: Bob Speechley
2001	University House, ANU Canberra	Host: Colin Plowman
2002	The Green Papaya, Brisbane	Host: Trevor Short