



ATEM MATTERS

THE NEWSLETTER OF THE ASSOCIATION FOR TERTIARY EDUCATION MANAGEMENT INC

EDITION 24

<http://www.atem.edu.au>

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WELCOME FROM THE EDITOR

Welcome to the New Year and the first edition of ATEM Matters for 2005. As you will see from the President's report and the update from our Secretariat, the big news for this year is the introduction of ATEM's new membership levels and Professional Development Framework. After years of discussion and many months planning, this is now a reality and the time is now here for you to evaluate your position within ATEM and determine whether or not your membership should be upgraded to that of Associate Fellow or Fellow.

Once you've completed that exercise, and especially for those who are upgrading their membership level, it is time for you to begin planning your continuing professional development schedule for the year, and there are a number of conferences and seminars listed further in this edition to help you meet your CPD requirement of 30 hours per year. Don't forget to use the ATEM website to keep track of your CPD!

We also have in this edition, some information on a PhD project currently underway by George Brown in Adelaide regarding degree verification. A possible case of fraud being investigated locally, involving a "washed" and altered transcript, has highlighted for me the prevalence of this activity and our need to be vigilant at all times. This research is therefore particularly topical and any assistance and feedback you can provide George I'm sure will be appreciated.

Finally, a reminder about this year's Tertiary Education Management Conference, being held in Perth this year. The Call for Papers is now out and details are available in this edition of ATEM Matters. If you haven't started thinking about submitting an abstract, then get onto it. There are a range of session times you can select from, as well as the usual poster opportunities. It promises to be, once again, a conference not to be missed.

TONI HODGE
COUNCILLOR AT LARGE
toni.hodge@canterbury.ac.nz

FROM THE
PRESIDENT

It is great to be able to write this brief report to you for the first "ATEM Matters" of 2005. As I do so, I welcome you all back to an active role in your Branches and in ATEM as a professional association, and I look forward to the important work you all do to make a positive difference to ATEM for the future.

A lot has been happening, but I am particularly pleased with the efforts many have put into the work of establishing the new membership classes and the "rules" around how that will all work for us, and the development of the associated professional education and training framework. Both of these new developments have now been launched, and I am looking forward to the success we all have with this new structure. They are two major steps forward for ATEM. They had their roots in the work that a lot of people did before my time as President. This final step has been managed for us by Chris Jeffery and Linda McLain (both from WA). The final touches and the last rush to have this all go live in a way we can each now use, was driven by another small team coordinated by the Secretariat and involving the experience and energy of other members of the ATEM Executive, and most notably Ion Wallace (SA) and Margie Cole (Association Secretary). I am very grateful to all who have been involved in this, and look forward to members now taking advantage of what is there.

Coupled with that development has been the work done with AVCC in Australia to link and coordinate our ATEM professional development options in the Branches, with the AVCC courses that have been offered by them in the past. The concept of this development is to identify AVCC courses that we might repeat by co-badging them and jointly offering them in the Branches, and to identify ATEM courses that AVCC will also be happy to assist us with by promoting them as having the support of ATEM and AVCC. We hope that by working together through the ATEM Branch structure, we can bring the best of the courses to a much wider group of staff in tertiary institutions, and share the organisational load and the marketing.

The third issue underway has been to follow up on the advances made through the very successful Tertiary Education Management (TEM) Conference in Tasmania last September, and to seek expressions of interest and firm tenders from Professional Conference Organisers (PCOs) who have the skills to manage the three TEM Conferences to follow this year's Conference in Perth. We have now completed that process via a very rigorous and fair tender process run jointly with TEFMA and utilising the leadership of members of TEFMA skilled in that field. As a result the joint tender board (ATEM and TEFMA) has recommended that we accept the tender from Leishman's (the PCO who managed the 2004 TEM Conference in Tasmania) to act as the PCO for the 2006 (Sydney NSW), 2007 (Canberra, ACT) and 2008 (Christchurch, New Zealand) TEM Conferences. Both ATEM and TEFMA have accepted that recommendation and we all look forward to a very fruitful relationship with that company.

There is much more happening that should be part of this brief article. Of special significance is the work that the Membership Coordinators are doing to develop the Branches by bringing new members to ATEM and retaining our existing members. That is vital work, as it is only through strong and vibrant Branches with growing membership and strong professional development programs that ATEM will develop further and provide the professionalism we all need in our jobs.

My thanks to everyone who has contributed to the busy but positive start to 2005, and I look forward to another successful year for ATEM.

Kind regards

TOM GREGG

PRESIDENT

WELCOME TO
NEW
MEMBERS

The following people have joined ATEM since the last edition of ATEM Matters was published. On behalf of all members, welcome to you all and I hope you have a long and fruitful relationship with ATEM.

Australian Capital Territory

Jandy Godfrey

Rosemaree Laurie

Lyn Wiles

New South Wales

Paul Clark

Sarah Collister

Anny Druett

Peter Fox

Ian Douglas Gray

Louyse Hamilton

Theresa Hoynes

Susan Hudson

Peter Maywald

Nicholas Saunders

Alexandra Starling

Margaret Stevenson

Tracy Tresidder

Jill Woodruff

New Zealand

Irena Arandelovic

Raewyn Baigent

Michael Collins

Elly Forsyth

Nicole Haisman

Elizabeth Hambly

Glenice Johnston

Kayrn Kee

Phil Ker

Pauline Larsen

Jacqui Lyttle

Anthony Margetts

Sheryl Morgan

Catherine Stewart

Northern Territory

Roni Roberts

Angela Dawn Sheedy

Surbjit Kaur Tomka

Queensland

Margo Baas

Wendy Chambers

Phillip Hay

Helen Jimmieson

Chris Kane

Suzanne Elaine
Pinchen

South Australia

Simon Behenna

Helen Hill

Marianne Huish

Diane Joan Keable

Vanessa Jane Matthews

Sharon Vis

Tasmania

Michael Wilson

Victoria

Natalie Burgess

Roz Cary

Bernard Depasquale

Howard Firkin

Goran Gambiroza

Anthony Grigg

Robyn Harris

Sian Manley

Anna- Maritza Martin

Jacqui Martin

Sandra O'Connor

Nicole Paramanis

Janice Powell

Robert Thomason

Western Australia

Murray Alessandrini

Simon Davies Burrows

Neil Fernandes

Maria Fiocco

Trevor Gorey

Jeff Gunningham

David Menarry

Darren Munday

Robert Player

FROM THE
SECRETARIAT

Last week all members were informed that the ATEM Annual General Meeting of September 2004 had approved the following levels of membership, and that applications for an upgrade in level were invited.

Student Member
Member
Associate Fellow, and
Fellow

This week's news is that applications for upgrades are already coming in from members who believe that raising their profile in ATEM is a career move worth making. So far we have one from Queensland, three from New South Wales and four from New Zealand, one from South Australia, three from Western Australia and one from Victoria.

Members should check out the criteria for membership at the different levels and decide if they are appropriately ranked in ATEM. The criteria for the new levels are explained in the table below. It is important to remember that, as a transitional arrangement for 2005 only, it is possible to apply to upgrade directly to Fellow. In future years, membership of ATEM as an Associate Fellow for at least 2 years will be a necessary pre-condition for upgrading to Fellow status.

A SUMMARY OF THE PATHWAYS TO ATEM MEMBERSHIP LEVELS

	MINIMUM QUALIFICATIONS	WORK EXPERIENCE	EVIDENCE	CPD REQUIREMENTS
MEMBER (ATEMM)	Not applicable	Not applicable	Not applicable	Not applicable
ASSOCIATE FELLOW (ATEMAF)	Accredited tertiary qualification Or Equivalent knowledge, skills and experience	ATEM member for a minimum of 1 year Plus 3 years relevant work experience within the field of tertiary management <i>including 2 years management or leadership experience</i>	Certified copy of qualification and Statement of experience in relation to criteria or Curriculum vitae	30 hours per annum
FELLOW (ATEMF)	Post Graduate tertiary qualification in an area relevant to tertiary education Or Equivalent knowledge, skills and experience	ATEM member with a minimum of 2 years at Associate Fellow (ATEMAF) level <i>(Note: During the transitional phase until 31.12.05 direct transition from ATEMM to Fellow can occur)</i> Plus At least 8 years experience in a Tertiary Management role including 2 years in strategic management or leadership. Plus Leadership and service to the tertiary education professional community for a minimum of 5 years	Certified copy of qualification and Statement of experience in relation to criteria or Curriculum vitae and Names of two professional referees	30 hours per annum

	<p>HOW TO APPLY FOR AN UPGRADE To apply for a membership upgrade, log in to the Members Only section on the ATEM website and click on the 'Upgrade' link. This will take you to a page where you can lodge a notice of intention that you wish to upgrade your membership. Having done that, you need to follow through with a submission which addresses the criteria for an upgrade.</p> <p>FEES Finally, the higher grades pay a higher membership fee. You will find the fees tables for Australia and New Zealand at this URL: http://www.atem.org.au/join_here_fees.cfm The higher fee levels will kick in on your next renewal.</p> <p>GILES PICKFORD & PETER SCARDONI SECRETARIAT</p>
<p>PHD RESEARCH</p>	<p>Study to facilitate degree verification for universities and employers</p> <p>In seeking to develop a solution for degree verification in Australia and New Zealand, George Brown, a PhD candidate at the University of Adelaide, is addressing the problem from a global perspective. George recently presented a paper at the ATEM Brisbane Branch Conference, critiquing issues surrounding the verification of both authenticity and acceptability of testamurs. A copy of his paper can be downloaded from: http://www.higheredconsulting.com.au/images/articles/Brown%20G%20-%20Degrees%20of%20doubt%20-%20legitimate,%20real%20and%20fake%20qualifications%20in%20a%20global%20market..pdf</p> <p>George's study is looking at methods countries are using to facilitate both employers and the university sector to verify the authenticity of degree qualifications, seeking to develop a best practice model for Australia. An online survey will be issued to Australian universities in the second part of this year, as a follow up a survey recently completed by members of the Recruitment and Consulting Services Association of Australia and New Zealand. Results of this research will be made available to all ATEM members in an effort to streamline the verification processes. Enquiries can be sent to George at george.brown@student.adelaide.edu.au. His current research questions are located at http://www.higheredconsulting.com.au/phdquestions.html</p>
<p>NEW ZEALAND BRANCH CONFERENCE</p>	<p style="text-align: center;">New Zealand Branch Conference 4–5 July 2005</p> <p style="text-align: center;">Theme: Education – A Changing Industry or the Changing Face of Education?</p> <p>4 streams will be running, encompassing:</p> <ul style="list-style-type: none"> • Changing student population • Changing funding and compliance issues • Changing Maori and Pasifika participation • Changing collaboration <p>Venue: Te Maturanga Maori Christchurch Polytechnic Institute of Technology</p>

Abstracts are now being accepted and can be submitted electronically at <http://www.cont.canterbury.ac.nz/conference/atem/>

The closing date for abstracts is **31 March 2005** and all submissions will be considered for one of the Branch's Travel Awards, details of which can be found at <http://www.cont.canterbury.ac.nz/conference/atem/Travel-Awards.doc>

For further information, contact:

ATEM 2005 Conference,
c/- The Conference Office, University of Canterbury,
Private Bag 4800, Christchurch.
Phone: +64 3 364 2534.
Fax: +64 3 364 2324 or 364 2057
Email: atem2005@cont.canterbury.ac.nz

www.cont.canterbury.ac.nz/conference/atem

TERTIARY
EDUCATION
MANAGEMENT
CONFERENCE



TERTIARY EDUCATION MANAGEMENT (TEM 2005) CONFERENCE
"Tertiary Education: Surviving or Thriving – Forging the Way in a New Landscape"
27-30 September 2005 Perth, Western Australia

INVITATION

The Association for Tertiary Education Management (ATEM) in conjunction with the Tertiary Education Facilities Management Association (TEFMA) will be hosting an international conference this year and invite your participation. The conference is not only an opportunity to find out about the latest challenges and dilemmas facing tertiary education but also a prime opportunity for you to present your important or innovative work to an interested audience.

CALL FOR PAPERS

We encourage you to submit a paper for presentation at TEM 2005 Perth. Our theme for the 2005 conference is "**Tertiary Education: Surviving or Thriving – Forging the Way in a New Landscape**". We invite speakers to address the question of what it takes to do well – Thriving – in tertiary education into the future and how to avoid the pitfalls or circumstances which could lead to merely – Surviving.

Oral Presentations

We are keen to encourage presenters, who can cover their area of passion in

tertiary education, to present in a way that suits their intended topic. Previous TEM speakers as well as novice speakers are encouraged.

As such we offer the opportunity to choose from the following options:

- ✿ 15 Minute Slot, concise and focused presentation
- ✿ 45 Minute Slot, suitable for case studies, reviews and targeted papers
- ✿ 90 Minute Slot, more in-depth presentation or co-presentation
- ✿ Facilitation of a half day workshop

Poster Presentations

Participants wishing to submit an abstract for a visual poster display instead of an oral paper will need to ensure that their actual poster display does not exceed 1.5 metres high x .95m wide.

TERTIARY EDUCATION MANAGEMENT (TEM 2005) CONFERENCE

Tertiary Education is the third largest service export in Australia with almost \$6 billion derived from education exports. Australia has 40 higher education institutions, including 39 public and private universities which have strong international links with universities in other countries. In particular, Australia fosters education relationships within the Asia Pacific region and neighbouring New Zealand who have a number of tertiary education providers, sector polytechnics and private education.

Make sure YOU are at PERTH TEM 2005, don't miss out on the opportunity to meet and share your experiences with over 600 professional senior managers associated with the planning, operation and administration of tertiary education facilities, programs, practices and management. This conference will offer you valuable insights into professional practice issues locally and from around the world whilst offering you the opportunity to explore all that Perth has to offer.

Submission are encouraged from, but not limited to, the following sectors:

Student Administration, Human Resources, Financial and Audit Services, Occupational Health and Safety, Faculty and School Administration, Staff Training and Development, Research Administration, Academic Registrar, Records Management, Public Relations, Banking, Academic Planning, Logistics and Mail, Space and Accommodation Planning, Travel, Capital Planning, Insurance, Building Maintenance, Catering, Grounds Maintenance, Legal Advice, Cleaning and Waste, IT Software, Environmental Management, IT Hardware, Recreation, Telecommunications, Security and Access Control, Vehicles, Parking and Transport, Admin Office Supplies and Equipment, Mechanical Services

To Submit an Abstract

To submit an abstract or for more information, please visit: www.iceaustralia.com/tem2005

Please note the guidelines for submissions on the website before submitting your abstract.

The Deadline for submitting abstracts is **14 April 2005**.

If your abstract submission is accepted you will receive the early bird registration rate for an extended period, registration and payment must be received prior to 23 August 2005.

EXPRESSION OF INTEREST

To register your interest visit the conference website at www.iceaustralia.com/tem2005 or email: tem@iceaustralia.com.

We will enter your details into our database and keep you updated with all the exciting news about the conference as it progresses. Alternatively, fill in the following details and send your information to: **TEM Conference Secretariat**, 2 Belmont Close, Glen Iris, VIC 3146, Australia, or fax: +61 3 9885 9342.

PLANNING,
DESIGNING,
AND
MANAGING
HIGHER
EDUCATION
INSTITUTIONS

Planning, Designing and Managing Higher Education Institutions

An international seminar

San José, California, United States, 24 - 27 April 2005

**Organised by
the OECD Programme on Institutional Management in Higher Education
(IMHE),
the OECD Programme on Educational Building (PEB)
and the Association of Higher Education Facilities Officers (APPA),
United States**

Purpose

The purpose of the seminar is to discuss new ideas about campus architecture and to examine important trends and issues that could influence the planning, design and management of higher education institutions. The event will concentrate on innovative institutions in various countries and will attempt to define some of the basic concepts that will affect future learning environments. Examples of campus planning, design and management will be presented, and participants will look at some recent attempts to create learning environments that respond to current needs, in order to get an idea of what has been achieved and to examine what developments can be expected in the near future.

Much effort has gone into planning new spaces on many campuses over the past years; many lessons have been learned and various models are already emerging from which the next generation of buildings can be imagined and realised. The seminar will endeavour to identify the various types of tools available and to examine in detail those that seem the most promising.

Participants will have the opportunity to study current and potential future international developments, to exchange experience and to draw conclusions for their own work. They will also have the opportunity to meet their counterparts from other countries and to learn about different approaches to higher education institutions for the future. Keynote speakers will analyse the broad trends and identify the issues which need to be addressed, and case studies from a number of countries will be presented. There will be site visits to educational facilities in and around San José.

Issues for discussion

The main questions which the seminar will address are the following:

- What major developments in planning higher education institutions can be identified at the international level?
- How can the campus learning environment be improved? How are plans for shaping spaces established, and what makes the best higher education learning environment?
- What major developments will affect higher education institutions in the future? How will planning and design concretely respond to those challenges?
- How can a campus be designed to be functional, safe, and inclusive? How can higher education learning environments best reflect the priorities of sustainable development? What other issues are critical for the design of higher education institutions?
- What management issues arise in the planning and implementing phases? What are their long term implications?
- How does funding for education facilities affect planning? Which institutions and organisations, whether public or private, are responsible for providing funds necessary to build, renovate, and maintain higher education institutions? What funding issues arise regarding design and maintenance?
- Does the design of higher education institutions take account of the needs for flexibility, and can it be adapted to future needs and uses? Does design take account of students with special needs? How do higher education facilities best serve the community? What potential developments in education and what other services might be accommodated by campuses in the future?

Further information available from:

http://www.oecd.org/document/13/0,2340,en_2649_34527_34077261_1_1_1_1,00.html

STRATEGIC
HIGHER &
VOCATIONAL
EDUCATION
MARKETING
CONFERENCE



Strategic Higher & Vocational Education Marketing
Combining Insight with Foresight to Effectively Distinguish
Your Institution as a Customer Winning Brand

Two-Day Conference: 28 & 29 June 2005

Workshops: 27 & 30 June 2005

Dockside, Sydney

IQPC's third [*Strategic Higher and Vocational Education Marketing*](#) conference will arm you with the marketing tools you need to tackle the challenges that lie ahead and make sure you stay ahead of the stampede. Walk away with the knowledge already learnt by leading universities, VET institutes, RTO's and other services

organisations from Australia, the U.S. and New Zealand. Proactive **customer relationship management** for recruitment and retention, **mobile marketing, buzz marketing** and new channels for **targeting your prospective postgraduate students** will all be discussed.

*Hear how **Oregon State University** has increased its enrolment by 39% in the competitive U.S. higher educational landscape!*

*... Or how **Bay of Plenty Polytechnic** increased its enrolment by 57% this year in the saturated New Zealand student market.*

*And learn new strategies from successful corporate services organisations during a cross-sector keynote case study from the Head of Customer Campaign Management at **ANZ Bank**.*

Don't be left behind, or crushed by the stampede! Benchmark your practices against the best of the services industries as our cross-sector keynote shares his secrets on how he made headway in the cut-throat Australian banking industry through implementing a customer-centric model that took a 360 degree view of the 'customer experience' for retention and acquisition purposes.

In particular, you will hear keynote presentations from:

- **Robert Bontrager**, Assistant Provost for Enrolment Management, **Oregon State University (U.S.A.)**
- **Pankaj Singh**, Manager Customer Experience, **ANZ Bank**
- **John DuBois**, Director Media Communications, **Monash University**
- **Dr Lianne Critney-Barnes**, Director Marketing and Development, **Edith Cowan University**
- **Stephen Knightly**, Director of Marketing, **Waikato University (New Zealand)**

And whatever you do, don't miss out on one of [four half-day intensive workshops!](#) These workshops are designed to offer a unique opportunity to receive intimate, customised training from experienced, high-level executive tutors on:

- **Cost effective market research** – solid foundations for your strategies
- Strengthening *profitable* **corporate partnerships**
- **Emotive branding** to truly engage potential stakeholders
- **Measuring** the effectiveness of your marketing activities

To secure your seat, all you need to do is call 02 9223 2600, fax 02 9223 2622, email registration@iqpc.com.au or visit <http://www.iqpc.com.au/AU-3072-001>.

Don't forget to take advantage of our [early bird and group discounts](#).

AACRAO
ANNUAL
MEETING

info AACRAO
UPDATE



INFORMATION FOR THE HIGHER EDUCATION PROFESSIONAL

[Attend the Annual Meeting on the Web!](#)

Can't make it to New York for the Annual Meeting? You can still take part in some of the exciting sessions that will be offered in this year's program. AACRAO is pleased to announce that five sessions from the Annual Meeting will be made available live via the Internet as "webinars" (web seminars). Remote attendees can "virtually attend" these sessions from the comfort of their office, hearing the audio through a phone teleconference and viewing the PowerPoint slideshow in real time on their PC's. Webinar attendees will also be able to text chat with other attendees and pose questions for the presenter to answer during the Internet Q&A portion of the session.

Webinar attendees will be provided with a recorded copy of the webinar for future use after the session. Please note that the webinars will NOT include video feed.

The five sessions to be simulcast are:

- **FERPA: What You Need To Know - THE UPDATE!**
Wednesday, March 30, 1:00 pm - 2:00 pm
LeRoy Rooker, Director, Family Policy Compliance Office, U.S. Department of Education
- **IPEDS Unit Record Data Collection Proposal**
Wednesday, March 30, 10:30 am - 11:30 am
Dennis Carroll, Associate Commissioner, National Center for Education Statistics
Terry Hartle, Senior Vice President, American Council on Education
- **Degrees of Suspicion: Using the Internet to Research Diploma Mills and Fraud Activity**
Tuesday, March 29, 1:30 pm - 2:30 pm
George Gollin, Professor of Physics, University of Illinois at Urbana-Champaign
Jack Zurlini Jr., Assistant Attorney General, Consumer Protection Division
- **The Case for Affirmative Action in University Admissions**
Wednesday, March 30, 3:45 pm - 4:45 pm
Bob Laird, Author, *The Case for Affirmative Action in University Admissions*
- **Organizational Change and Diversity in Higher Education: A Framework for Success**
Tuesday, March 29, 11:00 am -12:00 pm
Damon Williams, Assistant Vice Provost for Multicultural & International Affairs, University of Connecticut

Technical requirements:

Microsoft Internet Explorer 5.0 or greater is required with broadband (high-speed) Internet connectivity. A telephone is also required for audio.

Registration Information

Cost is \$75 per session. The teleconference call is toll-free. Virtual seats are limited, so sign up for a webinar today! For more information, or to enrol, visit

<http://aacrao.webex.com>

Questions? Email webinar@aacrao.org

NEW SOUTH
WALES
BRANCH

The NSW Branch begins its 2005 Professional Program this week (18 March) with Using NLP to Develop Emotional Intelligence in Sydney. The committee has been working hard to put together the program for 2005 and thanks go to Wayne Bleakley, the NSW Branch's Professional Development Coordinator, for keeping us all on track. This year's Career Development Program will be held in Wollongong for a change of scene from Armidale and

REPORT	<p>the Northern Tablelands environment.</p> <p>The Branch continues to do very well in the new membership stakes and the President gives her heartfelt thanks to all of the Branch's Membership Coordinators from around the state and the committee members, with a special thank you to John Chapman, NSW Branch Membership Secretary, who keeps us all motivated. The increase in membership and in participation in the Professional Development Program over the last two years has led to us being able to offer 2 scholarships to each of the following events: the NSW Branch Conference, the Career Development Program, and the TEM 2005 Conference in Perth. The President would like to encourage all members in NSW who are eligible to apply for these scholarships – details of how to do this can be found in the March edition of the NSW Newsletter (copy available from www.atem.org.au or from Tony Heywood, t.heywood@campion.org.au who will be Acting President 19 March – 23 April during Kay Hempsall's annual leave).</p> <p>KAY HEMPSALL BRANCH PRESIDENT – NEW SOUTH WALES</p>
TASMANIA BRANCH REPORT	<p>ATEM members in Tasmania are now beginning to revive after the huge Conference year in 2004 and have started gearing up for a great (albeit quieter) 2005. Following on from the 2004 Conference we congratulate our own PCO Leishman & Associates on their three year appointment as TEMC Professional Conference Organisers. We thank them again for their support in 2004 and wish subsequent Organising Committees as much inspiration and fun as we have had in our own association with them. We also note that the Hypothetical concept from last year's Conference has gone international with a US delegate making enquiries with a view to developing a similar concept for a conference there.</p> <p>The Tasmanian Branch will open the year with a presentation by the University's Vice-Chancellor Professor Daryl Le Grew on Tuesday 5 April at the Staff Club. The following month will feature Professor Tim McCormack on Wednesday 4 May who will also speak to us at the Staff Club. Professor McCormack is an alumni of the University and is currently the Australian Red Cross Professor of International Humanitarian Law at the University of Melbourne.</p> <p>In addition to commitments at the University of Melbourne, he also assists at the trial of Slobodan Milosevic at the Hague and should be a remarkable speaker.</p> <p>The Tasmanian Branch has welcomed the recent introduction of membership levels this year which have provided an additional impetus to our focus on professional development. Suggestions for a Professional Development Programme will go to the Executive for discussion and we hope that the resulting programme will assist existing members as well as inspire new members to join up. All Tasmanian Branch members are welcome to contribute to the discussion by emailing the Branch Secretary with suggestions.</p> <p>Finally, on behalf of all Tasmanian members, but particularly the Executive Committee, we would like to thank Rhonda Ewart for her outstanding service to ATEM in Tasmania. Rhonda served as Secretary for several years and more recently also undertook a role as Roving Ambassador. But more than this, she has been the mainstay and tireless behind the scenes organiser of ATEM events and Executive management. Her enthusiasm and commitment have been inspirational and we are only grateful that Rhonda is still close at hand so that we can ask for the advice and expertise which she continues to give unstintingly.</p> <p>STEPH ATKINSON BRANCH SECRETARY – TASMANIA</p>
VICTORIA BRANCH	<p>AUA EVALUATION PROJECT</p> <p>The Victorian Branch is exploring formal education options that could both meet personal development needs of members and enhance the professionalisation of tertiary education</p>

<p>REPORT</p>	<p>management and administration, with the intent of providing feedback to the Association. One aspect of the training framework is the requirement for continuing professional development for fellows and associate fellows of ATEM. In that context the Branch recently advertised an opportunity for one of its members to attend the Association of University Administrators (AUA) Conference in the United Kingdom, and also to look at their Postgraduate Certificate in Professional Practice (Higher Education and Management) which is validated through the Open University. The findings from this investigation will be used to inform the Association's ongoing discussion regarding the development of a program for university administrators in Australia and New Zealand.</p> <p>Ms Maddy McMaster from the University of Melbourne was selected among a strong field of applicants to undertake this project on behalf of the Branch. Maddy will spend 12 days in the United Kingdom attending the conference and gathering data. A presentation on the project outcomes will be made at the TEM Conference in Perth in September.</p> <p>PROFESSIONAL DEVELOPMENT PROGRAM The 2005 Professional Development Program has now been finalised with the first program commencing on 11 March. Altogether, there is a total of 31 programs offered in 2005 which is a record!</p> <p>New programs for 2005 include sessions on <i>Chairing Meetings</i> and team building including <i>Team Building with the MBTI</i> which is a follow-up to the successful introductory workshop conducted in 2004.</p> <p>An outline of the program can be found on the ATEM Education and Training site with further details and a downloadable version of the program booklet available at: http://www.atem.org.au/vic_about.cfm</p> <p>Members will receive a copy of the Professional Development Program Booklet through the mail shortly.</p> <p>GERARD TOOHEY BRANCH PRESIDENT - VICTORIA Gerard.Toohy@adm.monash.edu.au</p>
<p>ACT BRANCH REPORT</p>	<p>A few highlights on the ACT branch calendar are:</p> <p>Thursday 17 March 2005, in an attempt to attract some new members the ACT committee has organised a 12.30 to 2.00 pm St Patrick's Day lunch at the Retro Cafe in the University of Canberra.</p> <p>Thursday 19 May 2005 at UNSW@ADFA a PD seminar on Interview techniques for Job Applicants</p> <p>Thursday 21 June 2005 at UNSW@ADFA a PD seminar on Interview techniques for Interviewers/Panel members</p> <p>There will be a 3rd seminar at a date to be advised on Committee Skills.</p> <p>STEVEN LANGLEY BRANCH PRESIDENT - ACT</p>
<p>FINAL THOUGHT</p>	<p><i>Success is the ability to go from failure to failure without losing your enthusiasm.</i></p> <p style="text-align: right;">~ Sir Winston Churchill</p>

NEXT EDITION	<p>The next edition of ATEM Matters will be sent out in June 2005.</p> <p>Please email any contributions and reports to toni.hodge@canterbury.ac.nz by</p> <p>31 May 2005</p>