

**ASSOCIATION FOR TERTIARY  
EDUCATION MANAGEMENT INC  
ANNUAL REPORT 2008**

## **1. INTRODUCTION**

I am pleased to be able to present this Annual Report, which covers the Professional Development and the Accounting periods 30 April 2008 to 31 December 2008.

ATEM has shed its federated structure of 30 years and has now been reformed into a single strong Association, with its focus and strategic direction quite clearly on its key role of Professional Development for the tertiary sectors in Australia and New Zealand. It has restructured itself so that this key role is being delivered through effective and well-resourced Regions of ATEM, across Australia and in New Zealand. The ATEM Council is now a focussed and efficient governance body, and has been given all the governance authority it requires to make the key strategic and financial decisions for the Association. The reforms are now in the last stages of the implementation phase, and ATEM is poised to make a strong contribution to the well-being of staff in the tertiary sectors in Australasia. It now needs the support of the tertiary institutions and their leaders in Australia and New Zealand, to realise the potential that now exists in this vibrant and unique professional Association.

ATEM was formed some 30 years ago (initially as AITEA) to set in place a future professional association that would provide a link for those who manage and administer tertiary institutions, and to provide for the development of a professional approach to the work of these key staff through structured and effective professional development (PD).

Quite quickly, it came to have a constitution and structure that was based on groups of interested and committed members, operating in a local way, through Branches that were based on the boundaries of the States and Territories of Australia (and later, New Zealand also formed a local Branch). That kind of “federated” structure for local action was needed then, given that the era of “instant and international” communication was in its infancy, and the profession itself was still being given shape and a role.

Eventually, the whole “business” of operating this federated structure of independent Branches became increasing complex and time-consuming, and it was the business of financing and running the federated ATEM (and its annual Conference) that became the focus and reason for being of the ATEM Council.

In 2006, the Council started to question whether this was the best function for ATEM and the best use of time and resources of ATEM. Council wanted to debate the role of ATEM and to decide on how the significant ATEM resources in the different Branches of ATEM could be combined and used to develop and disseminate high quality professional development programmes to the tertiary sector, through ATEM Regions.

Council asked a small sub-group (ATEM 2010) to address three key issues and come back with recommendations for Council and AGM decision. The three issues were:

1. To ensure that ATEM was set-up so that all the members of ATEM join the Association, and clearly see themselves as doing that. This means that members now pay ATEM Inc to join the Association and remain members, and ATEM Inc is seen as the Association. This has been a fundamental change in ATEM and was approved by Council and the AGM, and implemented during 2008.

2. To build a structure to strengthen and fund the new Regions for their key work for ATEM of Professional Development (PD) for the sector and local representation. The funding is now through a transparent and easily understood budgeting process, where the Association we all belong to funds the Regions for their agreed activities via a Council-approved budget. The decisions on the budget will now always be for Council to make on the recommendation of the Finance Advisory Group and the Executive members of ATEM Council. This is also a fundamental change in the resourcing and funding structure of ATEM, and was approved by Council and the AGM and implemented during 2008.
3. To redevelop the two Constitutions (ATEM and ATEM NZ) to give effect to the changes in structure, management and resourcing, and to prepare the new ATEM to deal with operating as a single and fully professional Association. The new Constitutions were approved by Council and then at the AGM and have been implemented.

Through all of this, the governance of ATEM has been refocussed and strengthened. It is clearly now the role of the Council to consider and approve all the strategic issues of governance, structure and roles, key purpose, and financial management, on behalf of ATEM as a single and effective Association.

An early decision was to have a full review of the PD needs of the tertiary sector, and Council contracted Massaro Consulting of Melbourne to carry out that Review and to report to Council. Following that extensive report, it was obvious that much had to be done to focus PD where it was needed, and to give the Regions the ability to play their key part in the future. Council then agreed to appoint a Professional Development Coordinator for ATEM, to ensure that the new regions are supported and strengthened in their prime role, and to reinforce the development of “association-wide”, and Council-approved Professional Development programmes for ATEM. Maree Conway was contracted by Council to develop and fill this new role, and she is well underway with her work of establishing the Programme, addressing the ATEM strategic issues, reinforcing the roles of the Regions, building the Association-wide PD programme, and (in early 2009) arranging for the PD Programme to be launched in the regions.

As part of the reforms (and with a fortuitous accident of timing), ATEM has sought to build sound partnerships with other key players in ATEM’s sphere of influence. During the same period as the ATEM reforms were being progressed, the AVCC was being restructured into “Universities Australia (UA)” and given a new focus which did not include offering PD as they had done in the past, and the important “LH Martin Institute” was being formed at the University of Melbourne to address the strong requirement for leadership and management training for senior members of the tertiary institutions in Australia. ATEM sought working partnerships with both of these new agencies for change, and to ensure that ATEM was clear on its role in this new mix.

1. ATEM built a sound relationship for discussions with Universities Australia as the new UA moves out of the provision of Professional Development for General Staff. ATEM is discussing with UA how it can assist to meet those needs in the future, alongside and in concert with, the LH Martin Institute.
2. With the LH Martin Institute, ATEM has formed a strong partnership for the future. LH Martin will include ATEM in the discussions with Universities Australia so that the PD needs of the sector are being met, and with LH Martin and ATEM sharing that role at different levels in the sector. LH Martin has included the President of ATEM (or a suitable nominee of the President) as a member of the LH Martin Advisory Board, and has indicated that the ATEM PD Coordinator will have a key role with

LH Martin in curriculum and course development. In addition, the LH Martin Institute has become a full partner with ATEM in the governance, development and publication of the Journal of Higher Education Policy and Management.

Much has been accomplished and we are now ready for the future.



**Tom Gregg**  
President, ATEM Inc.

### **SOME HIGHLIGHTS**

- The ATEM Foundation was commissioned by the December 2007 meeting of Council to manage all investments, its own and those that belong to ATEM Inc. as follows:

For the ATEM Foundation, the policy is to invest in diversified equities, with a reasonable yield and good growth prospects, on a ten-year investment horizon.

For ATEM Inc, the policy is to invest all funds surplus to budget needs in hybrid securities, interest rate securities, bonds and term deposits on a one-year investment horizon.

In spite of the global financial crisis of 2008 our investments have been performing well above the benchmark ASX All Ordinaries Index. By year's end the ASX All Ordinaries had fallen by 44.4% reaching its lowest point on 22 December 2008 (source *AFR* 23/12/08, page 48). The combined loss of the ATEM investments on the same day was -10%. We are well placed to be back in the black within a few months of the turnaround. With \$273,9765 invested, the combined investments yielded \$12,167 in income last year.

- The ATEM Web Site was completely overhauled early in 2008 to reflect the far reaching reforms brought in by the ATEM 2010 Group. It is going to be completely re-built with more up-to-date technology at some point in the next year or two, depending on budget.
- The Journal of Higher Education Policy and Management is improving every year. It is now produced quarterly and has an 80% rejection rate, meaning that demand for space is rising well ahead of the space available, even though we have doubled the number of volumes per annum since 2006. The Journal was rated by the ARC as being in the top 20% of Journals in the world.

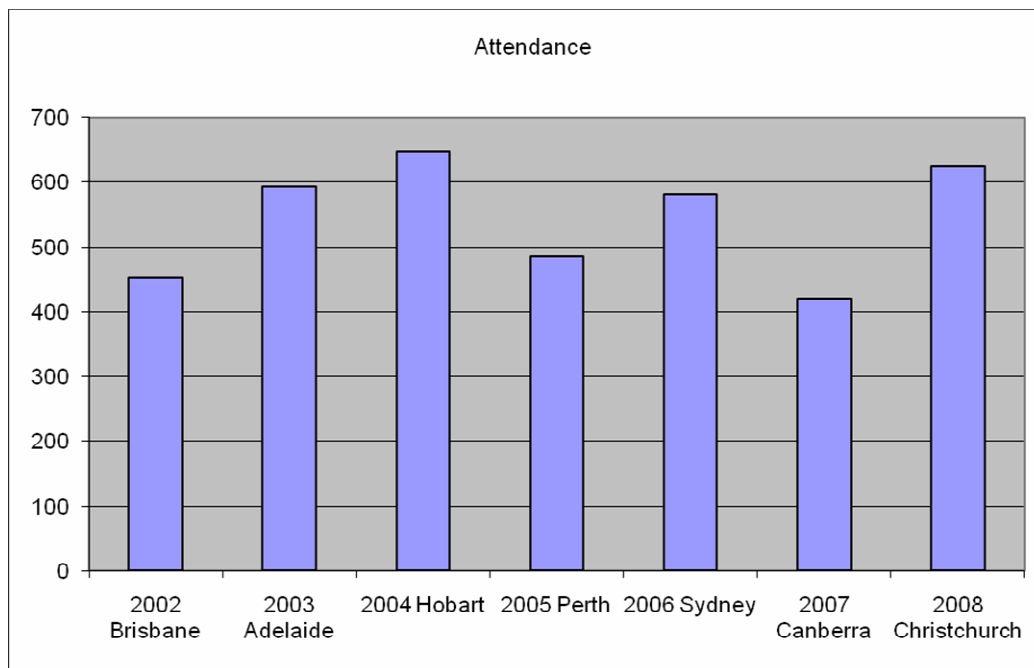
### **STRATEGIC DIRECTIONS**

The ATEM Strategic Directions Statement has been reviewed. It was subject to a full day meeting of the ATEM Council in June 2008.

### **THE TEM CONFERENCE**

The Hobart Conference of 2004 still holds the record for attendance since 2000. But the Christchurch TEM Conference in 2008 was also a great success, with the attendance being the

second highest ever. The Conference made a handsome surplus of approximately \$60,000<sup>1</sup> which is shared equally with our partner TEFMA. Here is the record.



### **ATEM MATTERS**

ATEM's popular electronic publication 'ATEM MATTERS' was edited last year by the two ATEM Councillors Linda McLean and Heather Davis. ATEM is gratified by the number of contributions coming in to the editors. The publication has improved a great deal in the last three years.

### **GOOD PRACTICE GUIDES**

The Association continued to purchase the 'Good Practice Guides' produced by the Association of University Administrators (United Kingdom and Ireland). These are on-sold to members at the TEM Conference and to the Regions. Guides on sale at the time of writing include: 'Milestones Along the Critical Path: project management in higher education', 'Can I Quote You on That: a guide to working with the media', 'Just A Minute: a guide for committee secretaries', 'Supporting Research: from proposal to publication', 'Managing Change: a guide for those working in higher education', 'An accident waiting to happen: a guide to health and safety', 'Managing Change', 'what is it you do again? a guide to departmental administration', 'a sense of freedom: committee servicing and the freedom of information acts'.

### **ATEM WEB SITE**

ATEM has changed its technology for monitoring visits to the web site. We have adopted the new wizardry of Google Analytics, which cannot be compared to Urchin, our previous technology. Google Analytics is much more accurate. Urchin counts search engine spiders whereas Google Analytics is very accurate in tracking actual "human" visitors.

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<sup>1</sup> Subject to finalising New Zealand GST refunds

The visitors' overview report for the period April to December 2008 is below. We adopted Google Analytics in April 2008. Next year's report will give us the whole of 2009.

### **April-December 2008**

40,921 visits  
27,588 absolute unique visitors  
122,582 page views  
3.00 average page views per visitor  
00:01:46 average time on site  
58.73% bounce rate  
67.39% new visits

This provides clear evidence that the tertiary education sector is finding our web site very useful. It is unlikely that the page views above could be created by ATEM members only.

## **ALLIANCES**

### *International*

We continued our strategic alliances with our four overseas sister organisations as listed on our web site: the Association of University Administrators (UK and Ireland) (AUA), the American Association of University Administrators (AAUA); the American Association of Collegiate Registrars and Admissions Officers (ACRAO); and the Association of Caribbean Higher Education Administrators (ACHEA).

### *Local*

ATEM has strong alliances with local organisations, especially with

- TEFMA which joins us in the TEM Conference, and with
- Universities Australia and the L H Martin Institute for Higher Education Leadership and Management, with whom ATEM collaborates in the field of professional development.

Other important relationships include:

- Association of Polytechnics of New Zealand
- Australian National Training Authority
- Australian Universities Quality Agency
- New Zealand Vice-Chancellors' Committee
- TAFE Directors Australia

Links to each of these sister institutions can be found at this URL:

[http://www.atem.org.au/activities\\_professional\\_links.cfm](http://www.atem.org.au/activities_professional_links.cfm)

## **ATEM AWARDS**

ATEM makes a number of awards annually to assist members to further develop their professional practice, and to recognize their achievements in this area. ATEM Awards made in 2008 were:

- |   |                                    |
|---|------------------------------------|
| • Peter Karmel International Travel Grant | Toni Hodge (Aotearoa)              |
| • Maurie Blank Study Scholarship          | Heather Davis (Bass)               |
| • Meritorious Service Award               | Kay Hemsall (NSW/ACT)              |
| • Certificate of Appreciation             | Mark Hatwell and Kai Jensen (Bass) |

## **THE ATEM FOUNDATION**

The ATEM Foundation currently has \$109,545 invested yielding \$7,189 annually. As mentioned above, the Foundation experienced negative growth in 2008: the first time since it began managing the endowment. The Board is happy that the deficit is minor and the Foundation is well placed to enjoy positive growth in the future.

The Board of the ATEM Foundation in 2008 was:

Richard Easther (Chair)

Tom Gregg

Rex Jones

VP Stephen Weller

Ian Marshman

Peter Scardoni (Company Secretary)

### **THE EMERITUS CHAPTER**

During the year the Council called for expressions of interest from members of the Emeritus Chapter for the position of Convenor. The founding Convenor, Colin Plowman, had served the Chapter well since it began in 2000. There was only one expression of interest from Giles Pickford who has been involved with "The Ghosts" from the time they began. He was appointed Convenor for the period 2008-2011.

Since 2000 the Chapter has contributed \$10,889 to the ATEM Foundation. It also assists by helping administer the head office and the regional offices in the Aotearoa, NSW/ACT, SEQ/NR, Tropical, and Western Regions.

### **VISITS BY THE ATEM SECRETARIAT**

The Secretariat aims to visit the Regions whenever possible. During the reporting period

- Giles Pickford visited:
- Bass Region
- NSW/ACT Region
- Aotearoa Region

Peter Scardoni visited:

- South-East Region Queensland/Northern Rivers Region
- Bass Region
- NSW/ACT Region
- Aotearoa Region
- Central Region

## MEMBERSHIP

All of our aims can only be achieved by a growing and ever more involved and committed membership. Below are snapshots of the Regions as at 31 December 2008, with comparable data as at 30 April 2008, which was the last Census taken. Following recommendations made to Council by the Change Management Team, it has been agreed that there will be a rise in the individual and corporate membership fee in 2009.

| Region               | Financial       |            | Non-Financial |            | Corporate  |            | Emeritus   |            | Total Finan |            | Pending |
|----------------------|-----------------|------------|---------------|------------|------------|------------|------------|------------|-------------|------------|---------|
|                      | 30/04/2008      | 31/12/2008 | 30/04/2008    | 31/12/2008 | 30/04/2008 | 31/12/2008 | 30/04/2008 | 31/12/2008 | 30/04/2008  | 31/12/2008 |         |
| <b>Aotearoa</b>      | 166             | 158        | 9             | 12         | 62         | 52         | 5          | 5          | 242         | 215        | 1       |
| <b>Bass</b>          | 334             | 355        | 22            | 23         | 50         | 44         | 5          | 5          | 411         | 405        |         |
| <b>Central</b>       | 93              | 90         | 9             | 4          | 15         | 10         | 2          | 1          | 119         | 101        |         |
| <b>NSW/ACT</b>       | 200             | 216        | 25            | 12         | 80         | 82         | 19         | 22         | 324         | 320        |         |
| <b>SE Qld/NR</b>     | 70              | 73         | 4             | 11         | 30         | 31         | 9          | 8          | 113         | 112        |         |
| <b>Tropical</b>      | 14              | 20         | 4             | 4          | 18         | 13         | 1          | 3          | 37          | 36         |         |
| <b>Western</b>       | 49              | 47         | 10            | 2          | 26         | 26         | 3          | 3          | 88          | 76         |         |
| <b>International</b> | 7               | 8          | 2             | 0          | 7          | 6          | 0          | 1          | 16          | 15         | 1       |
| <b>Total</b>         | 933             | 967        | 85            | 68         | 288        | 264        | 44         | 48         | 1350        | 1280       | 2       |
| <b>Result</b>        | 70 down on 2007 |            |               |            |            |            |            |            |             |            |         |

## **PROFESSIONAL DEVELOPMENT**

### ***Tropical Region***

#### *1. Overview of the year/highlights*

Our aim is to host in conjunction with the ATEM Secretariat, a professional development program which encompasses the Professional Education and Training Program Framework. The focus for the Tropical Region will be on membership, which is fundamental to enhancing the profile of ATEM. This profile is established on the strength of professional development activities including association and regional professional development programs, networking events, an annual conference and partnering career development through activities such as mentoring programs.

#### *2. Overview of PD programs*

During 2008, the Tropical Region hosted 11 workshops with 71 participants across the region at the campuses of CQUniversity (Rockhampton), Charles Darwin University (Darwin) and James Cook University (Townsville). 2008 has been a great organisational learning year for establishment of the Tropical Region within ATEM. We have learnt much, from our colleagues in other Regions as well as within our region, about the good and not so good aspects of working in the tertiary education sector.

#### *3. Institutional Coordinators and institutional relationships*

Institutional Coordinators are members who are at the coal-face of ATEM's presence in institutions. A relatively new type of appointment, these people receive free membership in return for promoting ATEM and its professional development programs within their institutions, and for maintaining contact and building relationships with their respective HR departments. The Institutional Coordinators were thanked for their involvement and contributions on behalf of the ATEM Council. This session is designed to publicly acknowledge the key role these Coordinators play, and to identify the type of support they need to achieve our aims and goals at the institutional level. At this session Diane Skewes (Charles Darwin University), Jo Miller, Chair Tropical Region (CQUniversity) and Anna-Marie Williams (James Cook University), took advantage of the great opportunity to meet for the first time.

#### *4. Other comments*

On Friday 7/11/08, Vivian Carson, a long time ATEM member and advocate, bid fond farewell from Bachelor Institute of Indigenous Tertiary Education and from the sector but, thankfully, not from ATEM. Viv remains an emeritus member of ATEM and now joins the elite ATEM 'Ghosts'. We wish Viv every success in her new venture, Smarttask Home & Office IT Solutions.

The 2009 Conference will be held in Darwin, from 13-16 September 2009. The conference theme is The Real Education Revolution – Sustainability in Higher Education.

### ***Bass Region***

#### *1. Overview of PD programs*

During 2008 the Bass Region held 47 workshops and seminars, ranging in length from half a day through to 3 days. Total attendance at the workshops reached 860 for the year. A number of policy development forums were also provided for policy special interest group members, with 42 people taking part across two sessions.

## *2. Institutional Coordinators and institutional relationships*

We ran four successful breakfast seminars which were each attended by between 45-65 people.

## *3. Other comments*

Five TEM Conference scholarships were awarded and three research grants.

## ***NSW/ACT Region***

### *1. Overview of the year/highlights*

2008 was a transition year with the NSW and ACT branches of ATEM coming together to form the NSW/ACT Region. The committee consists of 12 members representing 8 different institutions across the two states. The new committee was finalised in June 2008 with positions clarified in September: Jennifer Till – Chair (UNSW), John Chapman – Membership and Finance Officer, Steve Langley (Canberra Institute of Technology), Clare Jones (UNSW), Peter Maywald (University of Wollongong), David Donnelly (University of Newcastle), Susan Hudson (University of Western Sydney), Lorraine Rhind – Deputy Chair (University of Sydney), Jan O'Reilly (University of Sydney), Debra Plumb – Administration Officer (University of Western Sydney), Susan Love (Australian Catholic University, ACT), Tony Reed – PD Coordinator (University of Technology, Sydney).

Retention of committee members from the two previous branches is a key achievement for the year. Succession planning continues to be a discussion point at committee meetings. Strategies are being developed to assist with this in 2009.

Together with the PD program and achievements of our individual committee members and ATEM members, highlights for the committee over the year included the formalisation of key region policies and procedures. These included the development of guidelines for awarding of grants across the region and the development of institutional coordinator guidelines for coordinators to apply for funding using an open and transparent process.

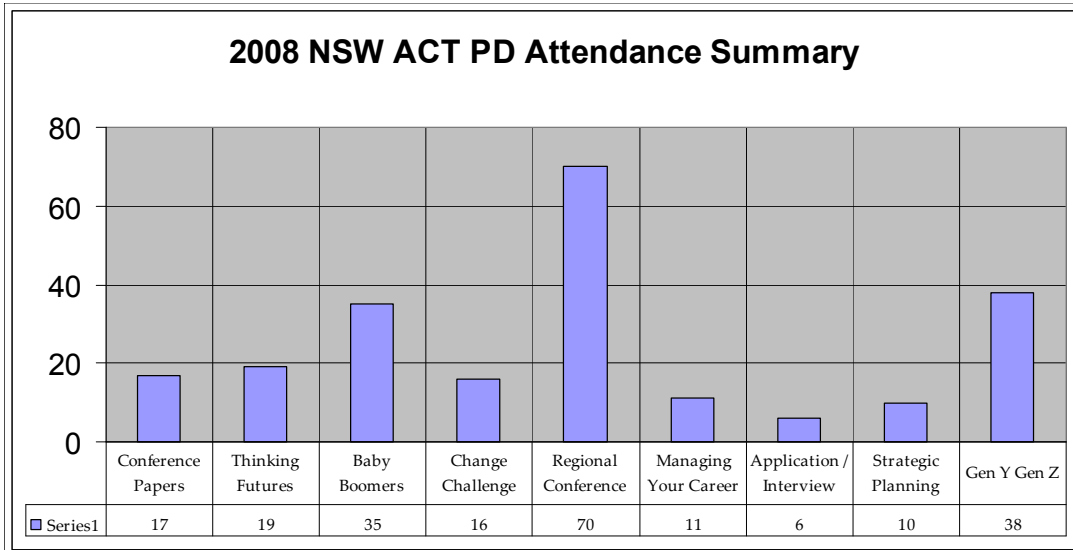
### *2. Overview of PD programs*

195 people attended across 8 PD sessions throughout 2008 (see Graph 1)

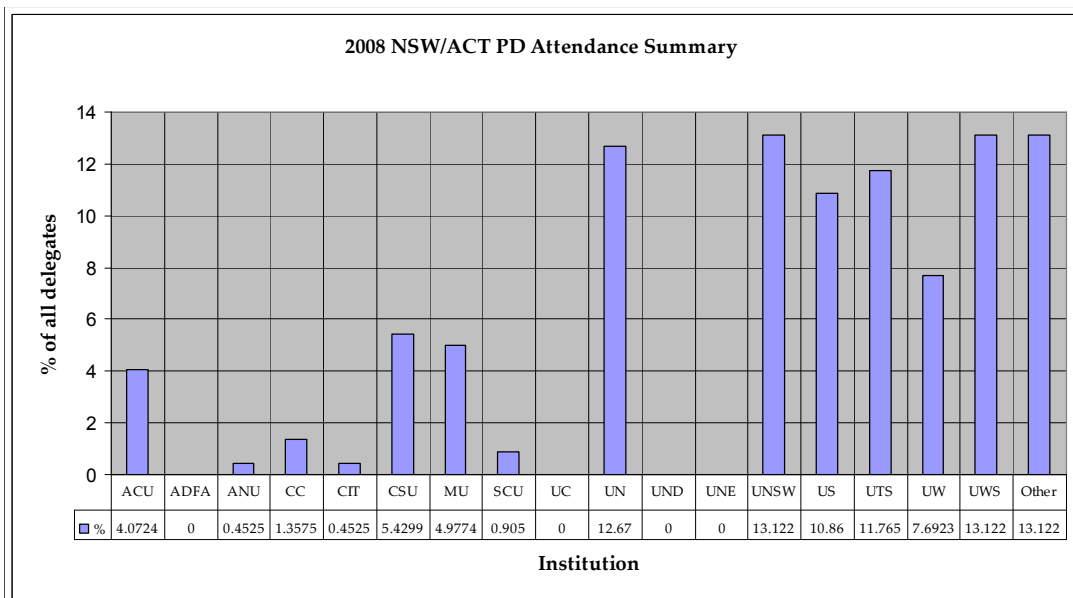
Topics were: Writing and Presenting Papers for Maximum Impact, Thinking Futures in Tertiary Education, two sessions on generational issues - Working Together: Baby Boomers, Gen X & Gen Y - Communicating in Multi-Generational Teams and Understanding and Engaging Gen Y and Gen Z in the Tertiary Education Context, the Change Challenge and Win! Elegant Strategies for Managing Change, Regional Conference, Managing Your Career, Application and Interview Skills and Strategic Planning and Performance Management in the Tertiary Sector.

The session run in March, specifically targeting writing of abstracts and conference papers was very successful and the committee obtained an extension from TEMC organisers for attendees who wanted to submit for the conference. Of those attendees who submitted, 95% were accepted. The session is running again in 2009. The largest attendance figures were recorded for the region conference and for the 'hot topic' sessions regarding the differences across generations, and how these are and will be managed in the sector.

Where to hold these PD sessions remains a key challenge for the NSW/ACT region. For logistical reasons, the majority of the sessions are held in Sydney city. The committee is concerned that this does not meet the needs of regional areas and ACT. This issue is high on the agenda for region committee in 2009. (see Graph 2)



Graph 1



Graph 2

### 3. Institutional Coordinators and institutional relationships

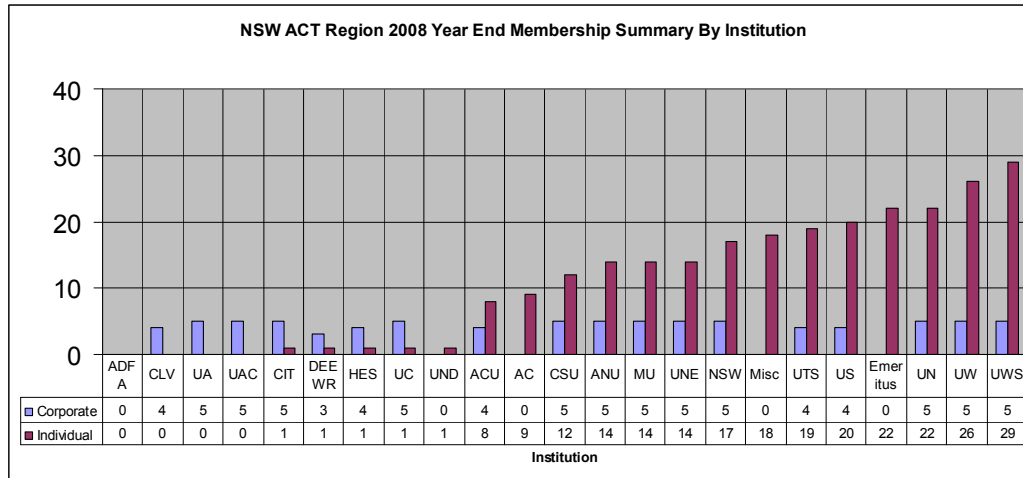
All eligible major education institutions in NSW/ACT have Corporate Membership and Institutional Coordinators.

Our Membership Officer introduced monthly membership reports which are sent out to institutional coordinators to assist tracking membership trends and communication of institutional coordinators with their organisation's membership. Current membership of the region is 333 and is steadily increasing. The University of Western Sydney has the most individual members, followed by the University of Wollongong. Both organisations have active Institutional Coordinators in Debra Plumb and Peter Maywald. (see Graph 3)

The NSW/ACT region continued sending new members a gift pack, which includes a certificate of membership and a desk clock badged with ATEM. From members feedback received, these are very popular.

A number of institutions (University of Wollongong and University of Western Sydney) have commenced fortnightly deductions of ATEM membership. Indications are that this initiative to increase the flexibility in payment options for potential and current members is a successful retention tool and we hope other institutions will come on board in 2009.

Institutional coordinators have been asked to supply a short institutional update to the region committee on a monthly basis. Highlights in 2008 included events at institutions involving guest speakers.



Graph 3

#### 4. Other comments

- Kay Hemsall, previous NSW Branch President, received the ATEM Meritorious Service Award
- John Chapman AM, OAM, ASM received the ATEM President's Award
- Five committee members attended TEMC2008. Susan Hudson presented and Jennifer Till and Lorraine Rhind presented a poster.
- Regional TEMC2008 scholarships were awarded to ATEM members Janet Wilks (Charles Sturt University) and Kathryn Blyth (University of Technology, Sydney).

### South East Queensland/Northern Rivers Region

#### 1. Professional development

February 2008 saw the launch of the regional professional development program at The Ship Inn in Brisbane's South Bank precinct. About 50 or so colleagues, members and non-members, gathered together for breakfast with a guest speaker – Janine Walker, Director of the Office of Human Resource Management at Griffith University. Drawing on her diverse experience covering significant senior positions in the field of people management and industrial relations, Janine made entertaining and insightful connections between the responsibilities of individuals, organisations and professional associations in professional and career development.

This was one of the last events for our Executive Officer, Lorraine Brown, who managed for the previous two years what was the Queensland Branch professional development program. Robyn Daniel took over this role for some few months and then ended up as a strong member of the regional coordinating committee

The region ran fourteen successful courses during the year, some "regular" and some new offerings.

In the middle of the year, the regional chairperson, John Swinton, was privileged to be the ATEM delegate for the American Association of University Administrators' (AAUA) summer Assembly in Salt Lake City.

### *2. Institutional Coordinators*

As part of the transition to our new ATEM structure, the region has been very fortunate in attracting seven good institutional coordinators - Catherine Longworth and Chris Reilly from Griffith University, Susan Rochester from Southern Cross University, Joy Magee from Australian Catholic University, Beth Cavallari from the University of Queensland, Peter Skippington from the Department of Education, Training and the Arts, and Rachael Millet from the University of Southern Queensland

### *3. People, People, People*

The year also saw the departure of two regional committee members - Bryan Williams, a long-standing and very committed member from University of Southern Queensland and Ming Chien, a more recent member (and Treasurer) from Griffith University. Two other committee members - Tone Medhurst and Sam Tyler also commenced parental leave. Best wishes to all.

In all, a very much altered landscape of volunteers!

## ***Aotearoa Region***

Kia ora and greetings from the Aotearoa region

As with the rest of ATEM, 2008 saw the culmination of considerable work and the establishment of the one combined association amalgamating the previous branches into a co-ordinated Association based around newly defined Regions.

Unlike many of the branches in Australia this did not require a redrawing of regional boundaries, but did provide the opportunity to rebrand as ATEM Aotearoa Region. One of the key strengths of the Aotearoa Region is the fact that it is made up of representatives from the various Universities, Polytechnics (ITPs), Wananga and private training establishments, plus the Ministry of Education and the Tertiary Education Commission, all of whom make up the NZ tertiary sector. ATEM Aotearoa is proud to represent such a diverse cultural, geographical and academic group, and works hard to ensure that all our members feel included in our activities.

The appointment of Neil Voyce as the Regional Executive Officer to provide administrative, membership, financial and professional development support (combining the previous roles of Branch Treasurer and Secretary) allowed the region to develop an expanded programme of professional development across the country.

PD sessions offered included:

- “Building Strategic Foresight Capacity”, held in both Christchurch and Auckland, and presented by Maree Conway, one of Australia’s leading thinkers in foresight and scenario planning. Both sessions were very well received, but unfortunately not well attended.
- Maree also used her time in New Zealand to engage with tertiary management staff in the two centres to expand her research into “Academics/Administrators –the Divide?”- again the feedback from these sessions was very positive, but unfortunately again not well attended.

- ATEM Aotearoa also took the opportunity to invite Hilary Langford to run her “Surviving and Thriving on Change” workshop in Wellington, Hilary is a highly experienced PD facilitator and has been used by ATEM on many occasions with great success. Again feedback was extremely positive from those that attended, but we struggled to get numbers.
- The session on “Student Expectations-a Changing Environment” run by NZCER’s Dr Karen Vaughan proved extremely popular and we hope to repeat that in a number of centres during 2009
- The year ended with 2 sessions run by Dr Neil Haigh, designed to assist and encourage ATEM members to prepare and present conference papers. Again we hope to run these sessions during 2009.
- In addition a number of regions ran social events to provide networking opportunities for members and a chance to catch up with what has been happening with ATEM.

The geographical spread of the region remains a challenge when providing networking and professional development opportunities for our members, and ATEM Aotearoa is exploring the use of video conferencing opportunities to allow us to expand our Professional Development offerings and events in 2009.

The highlight of the year, and one which occupied considerable time for the Christchurch based ATEM members, was the hosting of the 2008 TEM conference, held in Christchurch during late September/early October. This event, attended by over 600 delegates from TEFMA and ATEM, provided an opportunity for ATEM to introduce a New Zealand flavour to the event whilst showcasing Christchurch in all its spring glory.

ATEM Aotearoa has continued to develop its relationships with key tertiary agencies, including the Ministry of Education, TEC, ITPNZ and NZVCC. ATEM is represented on the Tertiary Education Consultancy Group, and is able to provide representation for its members at national and governmental level.

At a regional level ATEM Aotearoa has a number of co-ordinators who work to develop the PD programmes in their region and to provide networking opportunities for ATEM members. Current co-ordinators are:

|                       |  |
|-----------------------|--|
| Auckland/Northland    | Jenni Tupu, University of Auckland<br>Linda McLain, University of Auckland                     |
| Waikato/Bay of Plenty | Terry Fulljames, Bay of Plenty Polytechnic<br>Christa George, Waiariki Institute of Technology |
| Lower North Island    | Judith Nathan, Massey University of Wellington   |
| South Island          | Kate Rawlings, University of Canterbury<br>Ali Hughes, CORE Education                          |

The ATEM Aotearoa Regional conference will be held at Waiariki Institute of Technology in Rotorua in July and I encourage all New Zealand members to attend this event and take the opportunity to network and engage with colleagues from across New Zealand’s tertiary institutions. We also welcome our Australian neighbours who may be in New Zealand on holiday or business in early July or consider it is worth flying across just to attend. I look forward to meeting you at the conference or at one of ATEM Aotearoa’s PD events around the country.

## ***Central Region***

### *1. Overview of the year/highlights*

The year started well with excellent attendance at the launch of the program in February, and a very successful Branch Conference mid year. A particular highlight was guest speaker Colin Walters' insights into DEEWR and Government thinking. Another highlight was the Student Recruitment seminar. This attracted a large number of non-members and Stephen Holmes' presentation received terrific feedback. A number of new people joined the Regional committee and have contributed to some new ideas for the 2009 program.

### *2. Overview of PD programs*

The 2008 PD program covered a number of areas of interest to a broad range of members, from HR and Faculty/School finance staff, to Student Recruitment staff and Managers of all persuasion in the sector. The Branch Conference continues to be our most well attended activity, with a full day of sessions. This year it included Colin Walters from DEEWR talking about possible impacts of the budget, Denise von Wald from Education Adelaide talking about the international student experience, and two speakers who focused on personal career development and dealing with poor behaviour in the workplace. The program included three breakfasts - one which was free for members to launch the program, one focused on recruitment of key talent into the sector, and one focused on the professional programs to be offered by the LH Martin Institute. There were also two half-day sessions in the program, one exploring issues around Student Recruitment and the other covering financial management in academic units. We finished the year off with an end-of-year drinks session where we met the Vice Chancellor from Flinders University.

### *3. Institutional Coordinators and institutional relationships*

The Institutional coordinators have proved to be critically important to ATEM's ability to reach into the universities. In the Central Region, they have each met with the HR Directors in the three Universities in SA and ensured that professional development activities are well advertised in their institutions. At Flinders University, the Institutional Coordinator, Greg Wright, has been instrumental in ensuring that ATEM is visible in a number of professional development activities in the University and has worked to create a partnership between ATEM and the HR department. ATEM has also built an excellent link with Professional and Continuing Education, located at Adelaide University, who are the main providers of professional development for the tertiary education sector in SA. They generously provide a 25% discount to all ATEM members who attend their programs.

## **THE ATEM COUNCIL**

As at 31 December 2008 the ATEM Council consisted of the following members:

|                |   |
|----------------|---|
| Tom Gregg      | ATEM President                                      |
| Stephen Weller | Vice-President                                      |
| Chris Pepper   | Vice-President                                      |
| Toni Hodge     | Association Secretary                               |
| Rex Jones      | Association Treasurer                               |
| Linda McLain   | ATEM Councillor                                     |
| Heather Davis  | ATEM Councillor                                     |
| Ali Hughes     | Chair, Aotearoa Region                              |
| Joanne Austin  | Chair, Bass Region                                  |
| Judy Szekeres  | Chair, Central Region                               |
| Jennifer Till  | Chair, NSW/ACT Region                               |
| John Swinton   | Chair, South-east Queensland/Northern Rivers Region |
| Jo Miller      | Chair, Tropical Region                              |
| Ken McCluskey  | Chair, Western Region                               |

As at 31 December 2008 the ATEM Secretariat consisted of the following officers:

|                |                                  |
|----------------|----------------------------------|
| Maree Conway   | Executive Officer                |
| Giles Pickford | Assistant Secretary              |
| Peter Scardoni | Assistant Treasurer              |
| Neil Voyce     | EO Aotearoa                      |
| Jenny O'Connor | EO Bass                          |
| John Chapman   | EO NSW/ACT                       |
| Robyn Daniel   | EO SE Queensland/Northern Rivers |
| Barbara Stubbs | EO Tropical                      |
| Murray Wackett | EO Western                       |

Central Region has not appointed an Executive Officer.