

**Association for Tertiary Education Management Inc**  
**ABN 72 682 233 729**

**Minutes: Executive Committee Teleconference**

Minutes of a teleconference of the ATEM Executive Committee held on Friday 24 February 2006 at 12.00 noon Eastern Australian Summer Time.

PRESENT: Tom Gregg (President), VP Richard Easter, VP Margie Cole, Toni Hodge (Association Secretary), Neil Voyce (Association Treasurer), C@L Ion Wallace, C@L Chris Pepper, Peter Scardoni & Giles Pickford.

**1. Apologies**

There were no apologies

**2. Minutes**

The Minutes of the meetings held on 27 September and 30 September were confirmed.

**3. Business Arising from the Minutes**

**3.1 AVCC/ATEM Courses**

The Committee noted the President's report on this item which had been circulated to Council. There was a brief discussion of developments including the Northern Territory's need for courses tailored for women in management. Hilary Langford's course on this topic is recommended. There was also a brief discussion on what would form the core of a course for all tertiary managers.

**3.2. FMAC**

VP Richard Easter's report on progress with the FMAC issues was noted

**3.3 TEM 2006**

VP Richard Easter reported on good progress with TEM 2006. It was agreed that the President should discuss with TEFMA the idea of a certificate of appreciation for long term principal sponsors such as Australia Post who have been top sponsor for the last three years. A term of five years was considered appropriate for such an award.

**3.4 ATEM Action Sheet**

The latest iteration of the ATEM Action Sheet was noted. The Secretariat was asked to endeavour to get Branches to nominate their membership targets. Six Branches have not yet done this.

**4. New Business**

**4.1 30<sup>th</sup> Anniversary Advertising**

A proposal for advertising the 30<sup>th</sup> Anniversary of ATEM was discussed. There are insufficient funds in the budget for this move. It was agreed to make enquiries with the TEM Conference Organising Committee on whether it would consider advertising the TEM Conference in *Campus Review*.

#### **4.2 30<sup>th</sup> Anniversary ATEM History Update**

A proposal from Maree Conway was discussed and approved. The ATEM Ghosts are to be approached about making a donation to this project.

#### **4.3 30<sup>th</sup> Anniversary and the TEM Conference**

The ATEM Secretariat gave an overview of events proposed to mark the 30<sup>th</sup> Anniversary. The full story will be published in the next *ATEM Matters*. The President agreed to talk to TEFMA about a brief moment during the Conference Dinner being devoted to acknowledging the Anniversary.

#### **4.4 ATEM Matters**

C@L Chris Pepper reported on a new-look *ATEM Matters* and the need for contributions. He was congratulated on the new format.

#### **4.5 Awards and Grants Committee**

Ion Wallace reported on a recent teleconference which had chosen conference delegates who will get free registration at the AFR Higher Education Summit (John Swinton) and the IQPC Conference on Marketing Higher Education (Bruce McCallum).

He also reported that the Terms of Reference of the Committee had been revised and would go to the May Meeting of Council for ratification. There was a discussion about the criteria for selection of Honorary Fellow and it was agreed that there was a need for some tightening of the criteria which would go to Council at the same time.

### **5. Other Business**

#### **5.1 2006 Elections**

A report from the ATEM Secretariat was noted. Positions which become vacant this year are Vice-President (Margie Cole) and Association Secretary. VP Margie Cole stated that she would not be standing again for election and C@L Ion Wallace that he would not seek Council re-appointment.

*GP 25/2/06*