Australian Archaeological Association  
Annual General Meeting 2014  

Minutes  

Kuranda Room at Pullman Cairns International  

2nd December 2014, 6:15pm  

1. Welcome  
The 2014 AGM commenced at 6:10 pm, chaired by Fiona Hook (President). The President welcomed members and observers to the meeting and paid respects to elders past and present. She proposed, in order to allow all business to take place within a reasonable time frame, that comments from the floor be restricted to two minutes per person, and noted that AAA had received legal advice that defamatory comments made from the floor could expose the organisation to litigation. It was also noted that AAA have established a number of anti-discrimination policies that members must abide by in making any comments.

2. Apologies  
Apologies in advance of the meeting were received from Caroline Bird, Jim Rhoads and J. V. S. Megaw. Jamie Hampson from the Executive Committee was unable to attend as well. From the floor, apologies were received on behalf of Peter White, Leslie Head, and Josephine Flood.

3. Confirmation of the Minutes of the previous AGM (Novotel Pacific Bay Resort, Coffs Harbour, 3 December 2013)  
The Minutes were published in June 2014 (Australian Archaeology, Volume 78).  

Motion: ‘That the Minutes of the 2013 Annual General Meeting of the Australian Archaeological Association Inc. as circulated, be taken and read as confirmed’. Moved: Annie Ross. Seconded: Lynley Wallis. Motion carried.

4. Business arising from previous minutes  
The Executive Committee decided that it is better to have the Business arising from the previous minutes addressed in the individual office bearer’s reports.
5. Reports

5.1. President’s Report

Fiona Hook

In my report I focus on summarising the year’s achievements, challenges, and our focus for 2015.

The NEC has worked intensively and closely for the year meeting 12 times to discuss the Association’s business. A larger NEC has allowed all roles to be represented at each meeting. I thank for their hard work Peter Veth / Jo McDonald (Vice-Presidents), Martin Porr (Secretary) Ben Smith / Sven Ouzman (Treasurers), Jamie Hampson / Tom Whitley / Leslie Zubieta Calvert (Membership Secretaries), Heather Burke / Lynley Wallis (Journal Editors) and Sally Brockwell (Public Officer).

A number of challenges faced the NEC when we took up the running of the organisation in December 2013. The foremost issue was the membership database which had a serious corruption effectively quarantining 150 membership records. Parts of the website were also slow and dysfunctional and after continued liaison with the Website Managers it was clear new providers were required. After scoping and costing new providers a decision was made to use the company Alyka which was based in Perth. These inherited problems created large amounts of work for the NEC and the Webmaster. We appreciate the length of time this took to fix and the inconvenience that this has no doubt caused many members. The measures we have taken are explained more fully in the Membership Secretaries’ and Webmaster’s reports below. I thank AAA members for their patience during the repair of our database and while we improved the functionality of the website.

Another challenge that faced the NEC was a clearly falling revenue base and increased costs for the journal (postage, printing and so forth). The Treasurers have spent a large amount of time reorganising, analysing and providing solutions to proactively address this financial situation as well as our need to register for GST to be legally compliant.

The standing website problems and the successive debt incurred during 2012 and 2013 created increased workload for the Treasurers, the Membership Secretaries, the Webmaster and the Social Media Officers. I’d like to thank them for their hard work and the solutions they have come up with to solve these challenges. These challenges will be detailed in the individual committee member’s reports.

Over the last year the NEC has commenced a number of initiatives to help with the long-term administration of the Association. The AAA did not have a current and central file storage system with corporate knowledge from previous committees available to the incoming Committee. We have now setup a Dropbox filing system that includes past documents, submissions and meeting notes that were accessible from previous NECs. We have commenced writing new procedure manuals and job descriptions for the various tasks and roles.

As an initiative of the past NEC the first round of the Student Research Grants Scheme was implemented with seven successful applicants. I wish to congratulate the applicants and we look forward to viewing your results in future conference papers and articles.

AAA NEC and State Delegates have prepared a number of submissions over the year including:

- National Review of History Curriculum
- National ERA Review
- NSW Proposed Aboriginal Place nomination of the Maroota Historical Place
- NSW Aboriginal Cultural Heritage Reforms 2013
- WA Aboriginal Heritage Amendment Bill 2014
- SA State Records Act Review
AAA supported the protests against National Geographic’s TV show, *Nazi War Diggers*. As a result of the protests by numerous Archaeological Associations including AAA this program has now been taken off air. We also were a signatory to position paper on Excavation of Archaeological Material in the Popular Media.

Peter Veth and I attended a briefing regarding the Department of Environment’s draft version of the Australian Heritage Strategy. We made representations to senior policy officers on the amendments to the WA AHA and how national accreditation (as proposed) will introduce new risks to heritage.

National Executive Committee members (Peter Veth, Sven Ouzman, Fiona Hook and Leslie Zubieta Calvert) attended a number of regional meetings held by Traditional Owner Groups throughout the Kimberley, Pilbara and Perth. Concerns were continually raised regarding changes to the Aboriginal Heritage Act 1972. Peter Veth and I have been active in raising public awareness of the changes to the Aboriginal Heritage Act through several high-profile newspaper pieces and interviews for state and national radio networks. Jo McDonald attended a briefing with DAA officers in Perth regarding the proposed amendment Bill.

AAA maintained its membership of the Council for the Humanities, Arts and Social Sciences (CHASS) but discontinued membership of Science and Technology Australia (STA; formerly FASTS as we found it difficult to determine its benefit to members). This decision was based on the high cost per member and STA’s inability to respond to queries from our Treasurer’s as to what lobbying they have done on archaeology.

On a sad note, I would like to acknowledge the passing of Steve Free a long term member of AAA and an advocate for Indigenous peoples rights to manage their own cultural heritage.

Looking forward to 2015, the AAA NEC has prioritised the need to address heritage legislation issues. We propose that future NEC activities will target public perceptions of the importance of heritage with continuing direct engagement at Ministerial level.

The AAA NEC sees a necessity to grow the membership base especially with a focus on international membership and to concurrently increase the international awareness for AAA. Strategies are being developed towards this end. Possible measures could include the implementation of different subscription models and an increased visible and formal presence at conferences in North and South America (SAA) as well as Europe (EAA).

The organising of the 2015 conference in Fremantle is well underway. Owing to the decline in external sponsorship the Executive supports suggestions (made by from Amy Roberts) to introduce a voluntary levy paid by members to support Indigenous as well as student participants at the Annual Meeting. We are interested in receiving proposals from organising committees for the 2016 and 2017 conferences.

I would like to acknowledge the co-operation of the Past President and Treasurer of AAA and their NEC. I would finally like to acknowledge the hard work and dedication of the outgoing Journal Editors Lynley Wallis and Heather Bourke. I would also like to thank outgoing Social Media Officer Lynley Wallis for her sterling efforts on developing and then managing the Association’s Facebook page and Twitter feeds. Both of our Media Officers, Alice Gorman and Ebbe Hayes, have also stepped down and I’d like to thank them for their hard work in getting great media coverage for AAA members.

The content and reach of the journal is superlative and has left an enduring legacy for the Association. The various Sub-committee members and the 2014 Conference Organisers have all worked exceptionally hard this year - and I very much look forward to a successful year for AAA in 2015 and I’ll see you all in Freo!
5.2. Secretary’s Report

Martin Porr

The past year’s activities of the Secretary were mostly related to tasks that supported the Executive directly and the distribution of information to and from AAA members. Activities fell overall into the following categories:

1. **Distribution of information, answering and forwarding of emails to the Secretary’s email account.** Requests were mostly related to work experience and job opportunities, membership issues, inquiries related to the 2014 and 2015 Annual Meeting, requests directed at the Executive for consideration.

2. **Organisation of general announcements through the AAASecretary mailing list.** Announcements were related to the AAA 2014 Annual Meeting, the amendments to the WA Aboriginal Heritage Act, the 2014 Student Ethics Debate, the AAA Student Research Grant Scheme, the Public Consultation for the Australian Heritage Strategy, the Review of the Qld Heritage Act 1992, the possible impact of the Federal Budget for Science and Technology in Australia and the AACAI Human Skeletal Remains Workshop.

3. **Final editing of the Minutes of the 2013 Annual General Meeting of the AAA for publication in Australian Archaeology.** The Minutes were published in June 2014 (Australian Archaeology, Volume 78).

4. **Coordination of the AAA Student Research Grant Scheme process.** The Association received altogether 19 applications for the SRGS. The applications were distributed to the SRGS committee and results were collected and disseminated. The Association awarded seven grants.

5. **Organisation of the Executive meetings.** In 2014 the AAA Executive met nine times either at UWA or the offices of Archae-aus in Fremantle. For each meeting (except the last one) detailed minutes were prepared by the Secretary and circulated among the Executive for approval at the following meeting.

6. **Preparation of the 2014 AGM.** This task included the circulation of the official announcement of the AGM to members of AAA, the compilation of the AGM agenda and the collection and collation of office bearer’s reports.

I would like to thank Jacqueline Matthews for her help with technical and online matters and the AAA Secretary mailing list.
5.3. Membership Secretaries’ Report

*Jamie Hampson, Tom Whitley, and Leslie Zubieta Calvert*

Tom Whitley presented the Membership Secretaries’ Report at the AGM.

**Current Makeup of the AAA**

It was a busy year for the Membership Secretaries (MS). We had to deal with a series of database-related issues and work with the sometimes problematic transition to a new server for the website. But first, we would like to summarise the nature of the membership as it exists through the end of the year. The total number of AAA financial members, as of November 15, 2014, stands at 869. This is down 191 from 2013. Table 1 shows the membership by category for the last 10 years. As a comparison, Figure 1 illustrates the trends in membership by category over the last 30 years.

![Table 1. Financial Members by Category (2004 - 2014)](table1.png)

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<td>Total</td>
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<td>547</td>
<td>650</td>
<td>718</td>
<td>765</td>
<td>989</td>
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<td>1060</td>
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![Figure 1 – Total AAA Membership by Category (1984 - 2014)](figure1.png)

The membership includes 250 new (mostly students) and 619 renewing members (Figure 2). The acquisition rate for new members is slightly better than the average over the last 10 years, while the rates of retention (percentage of existing members who renew) and attrition (the percentage of existing members who choose not to renew) is much worse (Table 2). About 94% of the members are Australian-based and illustrated by state in Figure 3. The remaining
6% are International (Figure 4). The only significant change in the last few years for the international category is an increase in members from New Zealand.

Table 2. Membership Acquisition, Retention, and Attrition Rates

<table>
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<th>Year</th>
<th>Acquisition</th>
<th>Retention</th>
<th>Attrition</th>
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<td>2004</td>
<td>19%</td>
<td>79%</td>
<td>21%</td>
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<tr>
<td>2005</td>
<td>17%</td>
<td>69%</td>
<td>31%</td>
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<tr>
<td>2006</td>
<td>16%</td>
<td>86%</td>
<td>14%</td>
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<tr>
<td>2007</td>
<td>18%</td>
<td>94%</td>
<td>6%</td>
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<td>2008</td>
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<td>84%</td>
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<td>2011</td>
<td>25%</td>
<td>104%</td>
<td>0%</td>
</tr>
<tr>
<td>2012</td>
<td>32%</td>
<td>76%</td>
<td>24%</td>
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<tr>
<td>2013</td>
<td>26%</td>
<td>73%</td>
<td>27%</td>
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<tr>
<td>2014</td>
<td>24%</td>
<td>58%</td>
<td>42%</td>
</tr>
<tr>
<td>Average</td>
<td>23%</td>
<td>82%</td>
<td>18%</td>
</tr>
</tbody>
</table>

Figure 2 – Memberships by New/Renewals (2004 through 2014).
Figure 3 – Total Australian Memberships by State (2010 through 2014).

Figure 4 – International Memberships by Country (2013 and 2014).
With respect to the proportional distribution across membership categories, currently ordinary members make up 57.4% of the AAA, students comprise 27.2%, retirees 5.4%, institutions 4.5%, life members 2.4%, overseas members 1.8%, and teachers the remaining 1.3%. Table 3 illustrates the trends in representation across membership categories for the last 10 years. Table 4 shows the percentage change from year to year (with 2004 as the baseline) and is conditionally formatted to highlight the largest proportional changes with darker filled cells; either positively or negatively.

Table 3. Proportional Representation by Membership Category (2004 - 2014).

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<td>0.4%</td>
<td>0.3%</td>
<td>0.8%</td>
<td>1.3%</td>
<td>1.4%</td>
<td>1.6%</td>
<td>1.7%</td>
<td>1.8%</td>
<td>2.4%</td>
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<tr>
<td>life member</td>
<td>1.3%</td>
<td>1.7%</td>
<td>1.4%</td>
<td>1.5%</td>
<td>1.5%</td>
<td>1.7%</td>
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<td>1.6%</td>
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<td>3.9%</td>
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<td>5.7%</td>
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<td>5.5%</td>
<td>5.5%</td>
<td>5.6%</td>
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<td>10.2%</td>
<td>12.0%</td>
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<td>63.8%</td>
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<td>62.2%</td>
<td>57.4%</td>
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<td>0.03%</td>
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<td>-1.38%</td>
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<td>-1.97%</td>
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<td>1.08%</td>
<td>0.94%</td>
<td>1.47%</td>
<td>0.76%</td>
<td>2.88%</td>
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We can see that the largest change between 2013 and 2014 was the decrease in ordinary memberships and an increase in student member proportional representation. The same effect took place on a slightly smaller scale in 2007 and in reverse on a larger scale in 2006. In fact, it appears that there is a tendency for ordinary and student memberships to periodically alternate with each other in a range between -6 to 6% (Figure 5). The pattern we see in the data today is a continuation of the same trend. When there is an increase in ordinary members, there is a decline in student members, and vice-versa. This may be a product of several things; first the registration of new students into the AAA may be the result of successful specific recruitment efforts. But the fairly steady acquisition rate of around 20 to 25% within the last decade does not really bear that out; perhaps with the exception of 2012 (see Table 2).

Alternately, the decline in ordinary members appears to represent the more serious problem of poor AAA membership retention from year to year; probably resulting from ups and downs in the job market. This downward trend was noted in the 2013 membership secretary’s report when it was just beginning, and 2014 appears to indicate a fairly dramatic continuation of it.
The rate of AAA member retention over the last decade has tended to average around 82% (see Table 2). However, there have been periods of higher retention in 2007, 2008, and again in 2011. This includes members returning after several years of absence; so it can exceed 100%. There have also been a couple of dramatic declines as well; notably 2005, 2013, and 2014. The attrition rate was higher for this past year than it has ever been. We believe that this is largely a result of the poor job market and closure of heritage consultancies in 2013/2014. But we also believe that we may be starting to see a return to higher existing member renewal levels as the online rate of member fee payments has been increasing steadily in the last few months. A further caveat on the renewal of existing members relates to several website/database issues which were experienced at the beginning of the year and will be addressed further below. Notably however, we want to point out that ordinary memberships have been proportionally declining since 2011, despite the relatively high number of total memberships seen in 2011, 2012, and 2013.

Another important trend to note in both Table 4 and Figure 5 is the gradual but continual decline in institutional memberships beginning around 2008 at an on-going rate of between 1 and 2% loss in subscriptions annually. This is a worrying trend, and one for which we have been evaluating the causes. We believe the predominant cause of this steady decline is the transition of many institutions and libraries to primarily digital content. With our existing JSTOR contract most of these institutions may now prefer online access for their constituents and are beginning to eliminate their need for hard copies of the journal. This is a worldwide trend, and one which we cannot ignore. This is also backed up specifically by the request of several institutional subscribers to receive ONLY digital issues of the journal. To remedy the situation, we recommend that we revise the JSTOR contract in such a way that we can continue to receive institutional revenue for the most recent issues, and possibly pursue other publication options that function within a predominantly digital environment. These are
issues to be taken up by the membership, as well as the appropriate financial, editing, and publications committees.

But the larger problem with both a decline in ordinary and institutional members is that it dramatically affects our income stream; because the lost full members are being replaced by concessional members. Figure 6 illustrates the percentage change in both the number of members and the amount of revenue received through member fees/subscriptions. What is clear is that they do not necessarily go hand in hand. There appears to be a more pronounced effect on revenue when the membership goes either up or down, and depending upon the proportional increase or decrease in full vs. concessional memberships. The bottom-line is that it makes a big difference to the revenue stream if the annual attrition numbers reflect loss of ordinary and institutional vs. student members.

Figure 6 – Percent Change in # of Members vs. Revenue (1994 through 2014).
The immediate downside of this is that the per-member costs for publication of the journal can vary quite dramatically. Since 1984 the AAA journal has gradually increased in quality of its content as well as its production. Until about 2010 we were able to keep journal publication costs fairly level. The two biggest factors in being able to publish such a high quality journal at the standards we expect to see are the number of AAA members, and the revenue generated by that membership. Figure 7 illustrates the average income and cost per-AAA member for journal publication from 1994 through 2014. This is based on the annual income from subscriptions, membership numbers, and the cost of journal publication reported in the minutes of the AGM for each year since 1994.

The trends clearly suggest that there have been several periods in which the journal costs have exceeded the revenue generated by subscriptions; notably 1999, 2003, 2004, 2006, and 2007. We have dramatically entered this situation again as the production costs have gotten very high and our current membership levels cannot sustain them. We recommend that the membership consider remedies to either bring down the publication costs or increase the subscription revenue. A key component of this may be a resolution to the problem of the attrition of institutional subscribers.

**Figure 7** – Revenue vs. Cost per-Member for Journal Publication (1994 through 2014).

**Other Issues**

At the beginning of this year we were faced with the problem of a very slow and unresponsive website. As a result the decision was made to migrate to a new server back in January. Although the issues arising from it have already been touched upon by the other members of the committee, specifically as it affected the Membership Secretaries, the problems we faced were mostly to do with the implementation and use of the Magic Members application; which sits behind the user interface and engages with the online member profiles. At the onset of the year we encountered our first problem in that approximately 670 user profiles had been...
deleted from the website database in December 2013; apparently from a transaction error. This meant that approximately half of the AAA members were not immediately sent renewal notices before the end of 2013 since their emails were no longer in the system. They were emailed using backup information when the error was first identified. But again, this was delayed from when we would normally expect a renewal notice to occur.

The lost data was not able to be batch replaced with the backup information though because of the transition to a new server. So each of the affected members was contacted in January and asked to generate a new user profile and update their information individually. The old membership account numbers were then allowed to expire. This is not an ideal situation as it makes it very easy for a user to forget to renew, or to put it off until they miss their first journal. It also makes it very difficult to track new versus renewing members if they are assigned new user identifiers. We suspect that this may have had some effect on the high attrition rate for this year. In fact, several users did not know that their profiles had been deleted until their journal did not arrive; since their current email addresses had changed between the times the backup files were created and when the error occurred. Needless to say, this was a very difficult and frustrating process to work through for the first six months of this year, and it took considerable time for us to resolve. All of the deleted members who wished to renew have now done so with new account numbers, or their old ones have been re-established in a few cases. Automated renewal via the website was also problematic during this time and it affected the online PayPal™ payment processing. As a result some members had to pay via cheque. We believe that those issues have now been completely resolved by our web-hosting service (Alyka; see Webmaster’s / IT Report).

A second problem we encountered with the Magic Members database was identified only in August. We found 227 accounts which were still “active” but had no membership category or information for several other fields. The result of this meant that 227 members should have expired prior to December 2013, or at least sometime before August 2014, but because their membership category had been deleted their accounts never changed status. These members were not part of the 1060 active members identified in the minutes of the 2013 AGM (since that query was done by membership type); so the 2013 reporting is accurate as presented. But we traced this to an error that probably occurred in January of 2013. To remedy the problem, we transferred all of those user accounts to a category called “error” and then individually notified them that they needed to renew their memberships; as by September 2014 all 227 member accounts would have expired.

More recently, beginning in October, we encountered new user profiles being generated from the website with suspicious characteristics; notably a duplication of the first and last names, predominantly overseas email addresses, and triplicated mailing addresses. All of these accounts were tagged as “inactive” and did not affect the main database. However, until quite recently there were up to two or three such spurious profiles being generated every day. We contacted our web-hosting service and asked them to look into it. They identified the culprit as a “bot” that was targeting the website and auto-generating profiles. The remedy was to install the CAPTCHA system to prevent automated creation of user profiles. This means when a user logs in and either creates or renews a membership, they will have to interpret and type in the CAPTCHA code to make it through the accounts gateway.

**Proposed Initiatives for 2015**

In 2014, two sets of AAA promotional materials were sent to Australian universities each semester to encourage students to join the association. We urge members to continue using the online payment system, and those who are using an automatic annual renewal through
PayPal™ to set up payment at the beginning of the year since all memberships run from the 1st of January to the 31st of December (i.e. the calendar year). We recommend, however, that the membership and the NEC consider the idea of going to a system of year-long memberships based upon the registration date, as this may alleviate the tendency for dramatic changes in membership numbers at the beginning and ending of the calendar year. If this becomes the standard, then next year’s membership report will be based on the fiscal rather than calendar year; as is required by the AAA operating charter.

In the minutes of the 2012 AGM a motion regarding overseas student rates was made:

*Motion*: ‘That membership fees be increased: ordinary to $80, institutional to $180, overseas to $120, overseas student to $80. Student and retiree fees will remain as current at $40 per year.”


*Motion carried.* (AGM Report 2012: 7/110)

The overseas student membership category, however, was never created in 2013. The rate was proposed to cover the costs of overseas mailing for journals. The MS considered that the creation of the overseas student membership category would:

1. Speed up email discussions with existing and potential overseas student members.
2. Promote AAA by sending promotional materials to international teachers.
3. Attract more overseas students (the number of which is still relatively low).

The MS approached the NEC to approve the creation of this category and it was effectively online by May 14th 2014. Promotional materials were sent to international universities (especially in New Zealand) after the creation of this new category, and it had an immediate effect; as the near tripling of NZ-based members this year appears to bear out. We will continue encouraging overseas members to join AAA; particularly students.

It was recognised, however, that there are considerable issues with respect to the costs of mailing hard copy journals overseas, and yet some overseas members or institutions only want digital versions of the journal. Some ordinary members have also raised their preference for only digital access. In response, the MS proposes to create an option during registration for people to choose between digital only, or a hard copy of the journal (which also includes digital access via JSTOR). We recommend, at this stage, not to discriminate in price between print and online-only subscriptions due to our previous discussion of the journal production cost issues.

Currently AAA membership types include the following:

- **Ordinary Membership** – Regular membership type, no discounts, most common category.

- **Tertiary Student Membership** – subsidised membership for domestic students who are studying full-time, students wishing to receive this membership must send a copy of their student card to the Membership Secretary. Part-time students may be considered for this category if they contact the Membership Secretary with a compelling reason why they should be eligible.
• **Teacher Membership** – subsidised membership provided to school teachers (not tertiary) in order to facilitate more engagement between AAA in the school sector.

• **Secondary Student Membership** – subsidised membership for domestic students attending secondary school.

• **Institutional Membership** – for university libraries, museum libraries, Government bodies, companies etc., does not include online access to journal via JSTOR or the AAA website.

• **Overseas Student Membership** – partially subsidised membership to allow students living abroad to be members of the Association, same cost as an Ordinary membership.

• **Overseas Membership** – the regular membership type for those living abroad, the increased cost of this membership reflects the increasing postage costs of mailing the journal.

• **Retiree Membership** – subsidised membership for non-working retirees and pensioners.

• **Non-member Journal Subscription** – for individuals who do not wish to join the Association and agree to its code of ethics but who still want to receive the journal.

The MS propose the merging of those memberships into three main categories: Concessional, Ordinary and Institutional (Table 5). The following table simplifies the information that is currently on the website, and it will help the MS, and the Treasurers to manage the database more effectively. It is the same table illustrated in the Treasurer’s report but indicates the specific types of members which fall under each proposed category.

**Table 5. Proposed 2015 Membership Categories and new fees**

<table>
<thead>
<tr>
<th>Membership Type</th>
<th>Costs</th>
<th>Categories</th>
</tr>
</thead>
<tbody>
<tr>
<td><strong>Concessional membership</strong></td>
<td>80 AUD</td>
<td>- Tertiary students (Australia and NZ)</td>
</tr>
<tr>
<td></td>
<td>Local</td>
<td>- School students</td>
</tr>
<tr>
<td></td>
<td>Retirees</td>
<td></td>
</tr>
<tr>
<td><strong>Ordinary membership</strong></td>
<td>120 AUD</td>
<td>- Regular members (Australia and NZ)</td>
</tr>
<tr>
<td></td>
<td>Local</td>
<td>- School libraries</td>
</tr>
<tr>
<td></td>
<td>International</td>
<td>- Overseas students (Australia and NZ)</td>
</tr>
<tr>
<td></td>
<td></td>
<td>- Teachers</td>
</tr>
<tr>
<td><strong>Institutional membership</strong></td>
<td>250 AUD</td>
<td>- AUS and NZ Institutions</td>
</tr>
<tr>
<td></td>
<td>Local</td>
<td></td>
</tr>
<tr>
<td></td>
<td>International</td>
<td>- All other Institutions</td>
</tr>
<tr>
<td></td>
<td>300 AUD</td>
<td></td>
</tr>
</tbody>
</table>
5.4. Treasurer’s Report
Benjamin Smith and Sven Ouzman

Overview
Nathan Wright (UQ, Treasurer) and Reiner Mantei (UQ, Vice Treasurer) passed on the role of Treasurer to Benjamin Smith (UWA, Treasurer) and Sven Ouzman (UWA, Vice Treasurer) on 1st April 2014. This report covers the full 2013/14 financial year of the Association (September 1st 2013 to August 31st 2014), and so reports on the work of both UQ and UWA Treasurers. All figures provided below are based on the audited accounts. Throughout this financial year it has been clear that the Association would post a second consecutive deficit, but cost-savings have resulted in a lower deficit than in 2012/13.

Figure 1 10 year overview of AAA income against expenditure.

Our audited financial report shows an increase in income and a decrease in expenditure during 2013/14, but neither the increase or decrease were sufficient to avoid a second deficit. The deficit was nearly halved from $62,323.37 in 2012/13 to $32,053.52 in 2013/14, but this remains unsustainable. It has caused our reserves to drop from just over $200,000 in 2011/12 to just over $100,000 in 2013/14 (Table 1).

<table>
<thead>
<tr>
<th></th>
<th></th>
<th></th>
<th></th>
<th></th>
</tr>
</thead>
<tbody>
<tr>
<td>Total income</td>
<td>$124,202.75</td>
<td>$108,284.03</td>
<td>$113,875.35</td>
<td>$5,591.32</td>
</tr>
<tr>
<td>Total expenses</td>
<td>$(97,861.07)</td>
<td>$(170,607.40)</td>
<td>$(145,928.87)</td>
<td>$24,678.53</td>
</tr>
<tr>
<td>Operating surplus</td>
<td>$26,341.68</td>
<td>$(62,323.37)</td>
<td>$(32,053.52)</td>
<td>$30,269.85</td>
</tr>
<tr>
<td>Retained surplus</td>
<td>$173,696.75</td>
<td>$200,036.60</td>
<td>$137,713.23</td>
<td>$(62,323.37)</td>
</tr>
<tr>
<td>Total Equity</td>
<td>$200,036.43</td>
<td>$137,713.23</td>
<td>$105,659.71</td>
<td>$(32,053.52)</td>
</tr>
</tbody>
</table>

Table 1 Profit and Loss, 2013/14 financial year.

The sources of Association income and expenditures are relatively few and predictable. Our deficit has two main causes: 1) increasing Journal production and postage costs, and 2) the end of surpluses from our annual conferences. Figure 2 provides a decadal overview of Association expenditure in these two categories. Journal production cost between $30,000-$40,000 from 2006-2010, but increased thereafter. In the 2013/14 financial year our total income from membership subscription was $56,508.77 and the cost of producing and posting
the Journal was $83,839.58. This is not sustainable without subsidy from conference surpluses. However, in 2013/14 we moved from a regular conference surplus of $20,000-$25,000 to a loss of $3,311.08. This major swing of income against expenditure, more than $60,000 in four years, underlies our deficit. At the end of this report we propose measures to balance the budget in 2014/15 and to ensure annual surplus thereafter.

Figure 2 10 year overview of AAA’s Journal Costs and Conference Income & Deficit.

During our review of the cause of our deficit it was noted that we have now surpassed the threshold beyond which registration for Good and Services Tax is mandatory. The threshold is set at an annual turnover of $150,000 or more for non-profit organisations. Since our annual conference is operated under our name, its revenue must be added to the turnover. This puts our turnover significantly above the registration threshold. We therefore registered for GST on the 1st July 2014 and we are working through the cost implications of this. Two financial advisers have concluded that the likely impact will be negligible and we hope that they prove to be correct. To prepare us for the complexities of tax reporting we have purchased a subscription to the professional bookkeeping software, MYOB, and this will allow us to issue
Business Activity Statements (BAS) without our employing a full-time professional bookkeeper.

All of the financial recommendations/resolutions from 2012/13 were implemented. Our reserves were moved from term deposit accounts to Business Saver accounts so that they will earn regular interest. We have opened dedicated savings accounts for our Prize Fund and for the Bruce Veitch Award, as well as a general savings account. All expenditure is conducted from a single operating account. The last AGM recommended that the Association move to electronic banking and direct bank transfer as primary payment method. This has been implemented. Direct transfer is now our only payment method. We no longer use cheques or cash.

**Income**

Income increased by $5,743.26 in 2013/14. This represents a growth in income above CPI. Worryingly, our major source of income - membership subscriptions - has fallen for the second consecutive year. As explained by Membership Secretaries, this is partly a product of technical problems experienced by members when trying to renew their subscriptions through the website. Considerable effort and expenditure was made to fix this problem. We hope to see the rebound effects of this investment in 2014/15. The conference income reported here does not represent a surplus as it is offset by conference expenditure (reported below). With a $13,804.97 balance retained for the 2014 conference, the 2013 conference made a net loss of $3,311.08. This is significant change from the four previous conferences which had made surpluses of < $20,000. Journal income, primarily royalty payments, increased by $3,400.57 from 2012/13.

<table>
<thead>
<tr>
<th></th>
<th>2012/13</th>
<th>2013/14</th>
<th>Variation</th>
</tr>
</thead>
<tbody>
<tr>
<td>Conference</td>
<td>$22,365.24</td>
<td>$28,051.50</td>
<td>$5,686.26</td>
</tr>
<tr>
<td>Conference Trust Balance</td>
<td>$13,804.97</td>
<td>$13,320.48</td>
<td>$484.49</td>
</tr>
<tr>
<td>Journal Income</td>
<td>$9,919.91</td>
<td>$13,320.48</td>
<td>$3,400.57</td>
</tr>
<tr>
<td>Non-subscription income</td>
<td>$1,443.40</td>
<td>$1,170.06</td>
<td>($273.34)</td>
</tr>
<tr>
<td>Subscriptions &amp; back issues</td>
<td>$72,706.14</td>
<td>$56,508.77</td>
<td>($16,197.37)</td>
</tr>
<tr>
<td>Interest</td>
<td>$1,849.34</td>
<td>$1,019.57</td>
<td>($829.77)</td>
</tr>
<tr>
<td><strong>Total income</strong></td>
<td>$108,284.03</td>
<td>$113,875.35</td>
<td>$5,591.32</td>
</tr>
</tbody>
</table>

Table 2 Income, 2013/14 financial year.

**Expenditure**

The 2012/13 financial year saw a $72,746.33 increase in expenditure. This was restrained in 2013/14 to reduce expenditure by nearly $25,000. But our overall expenditure of $145,928.87 is still too high in relation to income. Ignoring conference expenditures, 73% of expenditure is producing and distributing our prestigious Journal. In 2013/14 it cost us just over $96 to produce and post two issues of the Journal to each subscriber. Yet our standard subscription is $80 and a significant percentage of members (~27%; see Membership Secretary Report) pay the lesser subscription of $40. This is unsustainable. Beyond the Journal, the Association faces other significant costs, many of which are rising above the rate of inflation. Shifting our membership subscription onto PayPal has significantly aided the administration of subscription payments, but it is costing us more: 2.78% of fees.

We were able to cut sundry expenses by $12,458.75. This includes our FASTS membership. After some months of correspondence with FASTS (now Science and Technology Australia) it became clear that they perform no function that relates directly to archaeology. We therefore
feel that our annual fee of $7 per member (nearly $7,000 p/a) is not justified. Once we return to surplus we can reconsider the value of subsidising FASTS. We retain our membership of CHASS ($330 p/a).

We were forced to invest money into our website in 2014 to address the major and valid concerns of members over its unacceptable performance. We have signed a new contract with locked in web hosting fee of $1,200 per year (excl. GST) and $240 per month for 2 hours of monthly maintenance that can accrue and roll over. This new fee structure will bring about lower ongoing web costs. Qualities of service terms were written into the web contract and we are now assured of adequate service at an affordable price. The additional web expenditure in 2013/14 paid for the transfer and repair of the site by the new hosting team. One new expense is the professional bookkeeping software MYOB. This is necessary for GST reporting purposes and costs under $45 a month. Our other major expense in 2013/14 was student research grants (see ‘Prizes’ in Table 3, below). In our current financial context, where students are struggling to find financial support for their projects, it was felt that this was a necessary expenditure. $10,480 was distributed for these grants.

<table>
<thead>
<tr>
<th></th>
<th>2012/13</th>
<th>2013/14</th>
<th>Variation</th>
</tr>
</thead>
<tbody>
<tr>
<td>Audit fees</td>
<td>$(990.00)</td>
<td>$(2,420.62)</td>
<td>$(1,430.62)</td>
</tr>
<tr>
<td>Bank fees &amp; charges</td>
<td>$(1,580.51)</td>
<td>$(2,249.28)</td>
<td>$(668.77)</td>
</tr>
<tr>
<td>Insurance &amp; regulatory costs</td>
<td>$(7,599.57)</td>
<td>$(2,921.11)</td>
<td>$(4,678.46)</td>
</tr>
<tr>
<td>Web &amp; IT</td>
<td>$(4,300.17)</td>
<td>$(8,293.83)</td>
<td>$(3,993.66)</td>
</tr>
<tr>
<td>Journal Production</td>
<td>$(57,886.07)</td>
<td>$(75,092.99)</td>
<td>$(17,206.92)</td>
</tr>
<tr>
<td>Prizes</td>
<td>$(4,092.10)</td>
<td>$(10,480.00)</td>
<td>$(6,387.90)</td>
</tr>
<tr>
<td>Sundry expenses</td>
<td>$(14,579.24)</td>
<td>$(2,120.49)</td>
<td>$(12,458.75)</td>
</tr>
<tr>
<td>Postage &amp; stationary</td>
<td>$(8,550.91)</td>
<td>$(8,746.59)</td>
<td>$(195.68)</td>
</tr>
<tr>
<td>Conference expenses</td>
<td>$(69,086.69)</td>
<td>$(31,362.58)</td>
<td>$37,724.11</td>
</tr>
<tr>
<td>Subscriptions &amp; back issues</td>
<td>$(1,942.14)</td>
<td>$(2,155.73)</td>
<td>$(213.59)</td>
</tr>
<tr>
<td>Bookkeeping</td>
<td>$(1,942.14)</td>
<td>$(2,155.73)</td>
<td>$(213.59)</td>
</tr>
<tr>
<td><strong>Total expenses</strong></td>
<td>$(170,607.40)</td>
<td>$(145,928.87)</td>
<td>$24,678.53</td>
</tr>
</tbody>
</table>

Table 3 Expenses, 2013/14 financial year.

**Assets and liabilities**

Current Assets have decreased for a second consecutive year and now stand at $119,714.21. Net assets have decreased by $94,446.30, from $200,036.60 in 2011/12 to $105,590.30 in 2013/14. Our assets are the total equity of the Association. We need to move rapidly towards a balanced budget and in the next section we offer proposals as to how to achieve this in 2014/15.

<table>
<thead>
<tr>
<th></th>
<th>2012/13</th>
<th>2013/14</th>
<th>Variation</th>
</tr>
</thead>
<tbody>
<tr>
<td>CBA Cheque Account</td>
<td>$14,255.39</td>
<td>$7,536.63</td>
<td>$(6,718.76)</td>
</tr>
<tr>
<td>CBA Journal Account</td>
<td>$7,163.58</td>
<td>$0.00</td>
<td>$(7,163.58)</td>
</tr>
<tr>
<td>CBA Conference Account</td>
<td>$40,751.80</td>
<td>$0.00</td>
<td>$(40,751.80)</td>
</tr>
<tr>
<td>PayPal Account</td>
<td>$75,503.69</td>
<td>$3,331.56</td>
<td>$(72,172.13)</td>
</tr>
<tr>
<td>Petty Cash</td>
<td>$38.77</td>
<td>$38.77</td>
<td>$0</td>
</tr>
<tr>
<td>Conference Online Trust</td>
<td>$13,804.97</td>
<td>$13,804.97</td>
<td>$0</td>
</tr>
<tr>
<td>Bruce Veitch Award</td>
<td>$14,054.50</td>
<td>$14,123.91</td>
<td>$69.41</td>
</tr>
<tr>
<td>CBA Saver Account</td>
<td>$105.24</td>
<td>$105.24</td>
<td>$0</td>
</tr>
<tr>
<td>Student Prize Fund</td>
<td>$80,773.13</td>
<td>$80,773.13</td>
<td>$0</td>
</tr>
</tbody>
</table>
Total Current Assets | $151,767.73 | $119,714.21 | $(32,053.52)

Current Liabilities
Bruce Veitch Award | $14,054.50 | $14,054.50 | $0

Total Current Liabilities | $14,054.50 | $14,054.50 | $0

Net Assets | $137,713.23 | $105,590.30 | $(32,053.52)

Equity
Retained surplus | $200,036.43 | $137,713.23 | $(62,323.37)
Operating surplus | $(62,323.37) | $(32,053.52) | $30,269.85

Total equity | $137,713.23 | $105,659.71 | $(32,053.52)

Table 4 Balance sheet, 2013/14 financial year.

Proposal to balance the budget in 2014-2015

In order to move from successive deficits back to surplus we need to increase income and decrease expenditure. We have only two manipulable sources of income: 1) Subscriptions and 2) Conference surplus. We recommend raising subscriptions, as suggested in the 2012/13 Editor’s Report, to a level where the production and postage of the Journal is once again covered by subscriptions (Note that Journal costs also exceeded income in 1999, 2003, 2004, 2006, and 2007). But, we will not be able to erase our deficit from subscriptions alone as this would place too great a burden on members. We must combine raising subscriptions with an increase in conference surplus, while cutting other expenditure. Our proposed new subscription structure is set out in Table 5 (categories as per Membership Secretaries’ report; proposed new rates inclusive of 10% GST). If membership numbers remain stable, the proposed new rates will increase subscription income to $93,060.00.

<table>
<thead>
<tr>
<th>Proposed 2015 Membership Subscriptions</th>
</tr>
</thead>
<tbody>
<tr>
<td><strong>Concessionary membership</strong></td>
</tr>
<tr>
<td>$80 (currently $40)</td>
</tr>
<tr>
<td><strong>Ordinary membership</strong></td>
</tr>
<tr>
<td>$120 (currently $80)</td>
</tr>
<tr>
<td>$160 (currently $120)</td>
</tr>
<tr>
<td><strong>Institutional membership</strong></td>
</tr>
<tr>
<td>$250 (currently $180)</td>
</tr>
<tr>
<td>$300 (new sub-category)</td>
</tr>
</tbody>
</table>

Table 5 Proposed membership subscriptions for 2014/15 (now including GST).
If the 2015 conference committee can return the conference to our typical recent surplus of ~$20,000 then we can increase our income to around $130,000 (see Table 6).

<table>
<thead>
<tr>
<th>Proposed Income 2014/2015</th>
</tr>
</thead>
<tbody>
<tr>
<td>Subscriptions</td>
</tr>
<tr>
<td>Conference Income</td>
</tr>
<tr>
<td>Interest</td>
</tr>
<tr>
<td>Non-subscription Income</td>
</tr>
<tr>
<td>Journal Income</td>
</tr>
<tr>
<td><strong>Total Income</strong></td>
</tr>
</tbody>
</table>

Table 6: Proposed income 2014/15.

We would then only need to make expenditure savings of about $15,000 to balance the budget. This level of saving can be made by belt tightening in our Journal production and in cost savings from our new web hosting contract, from making the Student Ethics Debate prize a fee waiver, and stopping cash prizes to non-students at the annual conference.

**Resolutions**

1. Membership subscriptions increase as per Table 5; inclusive of 10% GST.

2. The Treasurer and Vice Treasurer’s terms should coincide with the financial year (i.e. 1 September - 31 August). This will allow the outgoing Treasury team to report on the full financial year over which they had control, while giving the incoming Treasury team time to understand the accounting. This point was raised in the last Treasurer’s report.

3. The Student Ethics Debate prize should be a fee waiver rather than a cash payment from AAA to the conference organizers.

4. Conference cash prizes are only awarded to students unless otherwise mandated by award conditions.

**Discussion**

Annie Ross raises the issue that GST is not applicable to membership fees, so that the Association does not suffer further reduction in income in this respect. Ben notes that the Treasurers have received advice that the GST that the Association will have to charge on other items will be largely cost-neutral, because the Association will be able to claim back most GST. Ken Mulvaney (and others) raises the issue that the student membership fee should be as low as $60 to encourage students to join the Association. The issue is further raised about the possibility that there is a membership category that does not include a printed copy of the journal. Ben responds to this issue and notes that usually the printing of the journal requires a certain number of copies to make it viable and a membership category as suggested might lead to the undesired effect that more and more members would opt out of the journal. It is, however, suggested that this option should be discussed at the next AGM as a future possibility. Ben clarifies after a question from the floor that the
budget figures and projections are based on a membership number of 868, which is quite low to safeguard against a future shortfall in income. Ben also clarifies that a general push towards attracting new members will not solve the current financial problems of the Association, because within the current cost framework the Association effectively loses money with each member. Matthew Spriggs inquires about the shortfall in conference income and Ben explains that this is mostly due to a shortfall in sponsoring income in the aftermath of the GFC. A question is put to the Treasurers if there is a possibility to make a distinction in the international membership categories between first world and developing countries. Ben outlines that there are a number of programs available that enable members from developing countries (Global Libraries) to acquire AA for free. It is noted that there is urgent need to implement these suggested changes for the viability of the Association.

Motion

1. **Membership subscriptions increase as per Table 5 (Note: membership fees do not carry GST)**

2. **The Treasurer and Vice Treasurer’s terms should coincide with the financial year (i.e. 1 September - 31 August). This will allow the outgoing Treasury team to report on the full financial year over which they had control, while giving the incoming Treasury team time to understand the accounting. This point was raised in the last Treasurer’s report.**

3. **The Student Ethics Debate prize should be a fee waiver rather than a cash payment from AAA to the conference organizers.**

4. **Conference cash prizes are only awarded to students unless otherwise mandated by award conditions.**

Motions 2-4 are unanimously passed by the members (moved by Ben Smith; seconded by Jo McDonald).

Motion 1 was moved by Ben Smith; seconded by Jo McDonald. For Motion 1 Annie Ross (seconded by Ken Mulvaney) moved an amendment to change Table 5 to the following Table:
A further resolution from the floor is moved:

*That the Executive Committee is asked to review the current Membership categories for the next AGM in 2015 (independently from the question surrounding the journal costs and subscription types) in the light of the necessity to resolve the financial situation of the Association.*

*The Motion is moved and seconded from the floor and passed with two votes against.*

### 5.5. Editors’ Report

*Heather Burke and Lynley Wallis*

During 2014 Numbers 78 (June) and 79 (December) of *Australian Archaeology* (AA) were published; AA78 was posted in mid-June, with a follow up mail out in late September for late membership renewals, and AA79 in late November. This year was the 40th anniversary year (happy birthday to us!), and to celebrate we published extra-large volumes, rather than a dedicated special anniversary edition (which would have delayed publication of ‘normal’ papers, and/or added the cost of a third volume for the year, which was undesirable given the financial situation of the Association). AA78 had a total of 3 ‘ordinary’ articles and 8 themed articles, while AA79 had 7 ‘ordinary’ articles, and a further 13 articles in a themed section.

**Enhanced Profile**

We have worked hard to increase the public profile of the journal through 2014. Commissioned blogs (paid for from the Editorial Assistance allocation) allow us to distil research findings to the general public, and provide regular content that can be posted to the AAA website, Facebook page and Twitter feed. This has been a great success, with a massive increase in followers on our social media platforms. We have also organised free advertising of the AA79 volume with JSTOR to celebrate our 40th anniversary.

### Amended 2015 Membership Subscriptions

<table>
<thead>
<tr>
<th>Membership Level</th>
<th>Description</th>
</tr>
</thead>
<tbody>
<tr>
<td><strong>Concessionary membership</strong></td>
<td></td>
</tr>
<tr>
<td>$60 (currently $40)</td>
<td>Available only to Australia &amp; NZ school and tertiary students and retirees.</td>
</tr>
<tr>
<td><strong>Ordinary membership</strong></td>
<td></td>
</tr>
<tr>
<td>$140 (currently $80)</td>
<td>Local - Australia &amp; NZ for Regular Members, School libraries, Overseas students, Teachers.</td>
</tr>
<tr>
<td>$160 (currently $120)</td>
<td>International.</td>
</tr>
<tr>
<td><strong>Institutional membership</strong></td>
<td></td>
</tr>
<tr>
<td>$250 (currently $180)</td>
<td>Local - Australia &amp; NZ.</td>
</tr>
<tr>
<td>$300 (new sub-category)</td>
<td>International.</td>
</tr>
</tbody>
</table>
International Standing of AA

There are various measures of the impact factor of a journal, all of which produce different results. Here we discuss how four commonly used schemes rank AA and how we compare to various other archaeology journals.

SCImago Journal Rank (SJR) indicators and H-index values are shown in Table 1. The SJR indicator measures ‘the scientific influence of the average article in a journal’ (SCImago 2014). In calculating an SJR value, ‘the subject field, quality and reputation of the journal have a direct effect on the value of a citation. It is a size-independent indicator and it ranks journals by their ‘average prestige per article’ and can be used for journal comparisons in the scientific evaluation process’ (Journal Metrics 2014a).

These data show that AA sits just outside the top ten archaeology journals, with an SJR value of 0.874 for 2013 (2014 data are not yet available). This is the highest SJR the journal has received in this scheme, up from 0.499 in 2012 and 0.842 in 2011. AA’s H-index has remained steady compared with previous years at 11.

<table>
<thead>
<tr>
<th>Rank</th>
<th>Title</th>
<th>SJR</th>
<th>H index</th>
<th>Total Docs (2013)</th>
<th>Total Docs (3years)</th>
<th>Total Refs</th>
<th>Total Cites (3years)</th>
<th>Citable Docs (3years)</th>
<th>Cites / Doc.</th>
<th>Refs / Doc.</th>
</tr>
</thead>
<tbody>
<tr>
<td>1</td>
<td>Quaternary Science Reviews</td>
<td>3.124</td>
<td>113</td>
<td>378</td>
<td>852</td>
<td>29394</td>
<td>4218</td>
<td>823</td>
<td>4.66</td>
<td>77.76</td>
</tr>
<tr>
<td>2</td>
<td>Journal of Agrarian Change</td>
<td>2.758</td>
<td>26</td>
<td>37</td>
<td>79</td>
<td>2290</td>
<td>255</td>
<td>77</td>
<td>2.6</td>
<td>61.89</td>
</tr>
<tr>
<td>3</td>
<td>Holocene</td>
<td>1.717</td>
<td>78</td>
<td>169</td>
<td>340</td>
<td>11175</td>
<td>1167</td>
<td>333</td>
<td>3.55</td>
<td>66.12</td>
</tr>
<tr>
<td>4</td>
<td>Boreas</td>
<td>1.509</td>
<td>48</td>
<td>76</td>
<td>157</td>
<td>5392</td>
<td>408</td>
<td>148</td>
<td>2.46</td>
<td>70.95</td>
</tr>
<tr>
<td>5</td>
<td>Current Anthropology</td>
<td>1.39</td>
<td>57</td>
<td>87</td>
<td>269</td>
<td>7106</td>
<td>665</td>
<td>215</td>
<td>2.71</td>
<td>81.88</td>
</tr>
<tr>
<td>6</td>
<td>Journal of Anthropological Archaeology</td>
<td>1.333</td>
<td>37</td>
<td>51</td>
<td>100</td>
<td>5757</td>
<td>248</td>
<td>100</td>
<td>2.32</td>
<td>112.88</td>
</tr>
<tr>
<td>7</td>
<td>Vegetation History and Archaeobotany</td>
<td>1.193</td>
<td>36</td>
<td>49</td>
<td>120</td>
<td>3750</td>
<td>270</td>
<td>108</td>
<td>2.01</td>
<td>76.53</td>
</tr>
<tr>
<td>8</td>
<td>Journal of Archaeological Research</td>
<td>1.192</td>
<td>29</td>
<td>10</td>
<td>26</td>
<td>3317</td>
<td>63</td>
<td>26</td>
<td>2.59</td>
<td>331.7</td>
</tr>
<tr>
<td>9</td>
<td>Journal of Archaeological Method &amp; Theory</td>
<td>1.06</td>
<td>27</td>
<td>52</td>
<td>60</td>
<td>4028</td>
<td>85</td>
<td>52</td>
<td>1.19</td>
<td>94.77</td>
</tr>
<tr>
<td>10</td>
<td>Archaeology in Oceania</td>
<td>0.942</td>
<td>13</td>
<td>15</td>
<td>48</td>
<td>895</td>
<td>45</td>
<td>41</td>
<td>0.69</td>
<td>59.67</td>
</tr>
<tr>
<td>11</td>
<td>Australian Archaeology</td>
<td>0.874</td>
<td>11</td>
<td>26</td>
<td>91</td>
<td>1145</td>
<td>72</td>
<td>57</td>
<td>1.14</td>
<td>44.04</td>
</tr>
<tr>
<td>12</td>
<td>Radiocarbon</td>
<td>0.845</td>
<td>58</td>
<td>201</td>
<td>303</td>
<td>5967</td>
<td>520</td>
<td>297</td>
<td>1.04</td>
<td>29.69</td>
</tr>
<tr>
<td>13</td>
<td>Journal of Field Archaeology</td>
<td>0.813</td>
<td>13</td>
<td>28</td>
<td>73</td>
<td>1604</td>
<td>76</td>
<td>65</td>
<td>1.17</td>
<td>57.29</td>
</tr>
<tr>
<td>14</td>
<td>Geoarchaeology - An International Journal</td>
<td>0.799</td>
<td>26</td>
<td>31</td>
<td>109</td>
<td>2055</td>
<td>160</td>
<td>100</td>
<td>1.7</td>
<td>66.29</td>
</tr>
<tr>
<td>15</td>
<td>African Archaeological Review</td>
<td>0.769</td>
<td>19</td>
<td>22</td>
<td>49</td>
<td>1678</td>
<td>68</td>
<td>43</td>
<td>1.44</td>
<td>76.27</td>
</tr>
<tr>
<td>16</td>
<td>Cambridge Archaeological Journal</td>
<td>0.763</td>
<td>24</td>
<td>27</td>
<td>57</td>
<td>3160</td>
<td>72</td>
<td>53</td>
<td>1.35</td>
<td>117.04</td>
</tr>
<tr>
<td>17</td>
<td>Journal of African Archaeology</td>
<td>0.722</td>
<td>11</td>
<td>6</td>
<td>33</td>
<td>413</td>
<td>37</td>
<td>28</td>
<td>1</td>
<td>66.83</td>
</tr>
<tr>
<td>18</td>
<td>Southern African Humanities</td>
<td>0.693</td>
<td>8</td>
<td>9</td>
<td>21</td>
<td>578</td>
<td>25</td>
<td>21</td>
<td>1.27</td>
<td>64.22</td>
</tr>
<tr>
<td>19</td>
<td>World Archaeology</td>
<td>0.689</td>
<td>32</td>
<td>47</td>
<td>126</td>
<td>2821</td>
<td>146</td>
<td>122</td>
<td>1.01</td>
<td>60.02</td>
</tr>
<tr>
<td>20</td>
<td>Archaeological and Anthropological Sciences</td>
<td>0.649</td>
<td>11</td>
<td>27</td>
<td>79</td>
<td>1857</td>
<td>97</td>
<td>74</td>
<td>1.14</td>
<td>68.78</td>
</tr>
</tbody>
</table>

Table 1: SJR rankings for the top twenty archaeology related journals, with AA highlighted in bold (data from SCImago 2014). Note all journals listed are in the First Quartile for the SJR Indicator.

Source Normalised Impact per Paper (SNIP) is another useful measure of a journal’s impact, which ‘measures contextual citation impact by weighting citations based on the total number of citations in a subject field’ (Journal Metrics 2014b). The SJR and SNIP data for AA for the past ten years (data are not available prior to this) are shown in Table 2.
Table 2

<table>
<thead>
<tr>
<th>Year</th>
<th>SJR</th>
<th>SNIP</th>
<th>Cites</th>
<th>Documents</th>
<th>% not cited</th>
</tr>
</thead>
<tbody>
<tr>
<td>2014</td>
<td>NA</td>
<td>NA</td>
<td>71</td>
<td>14</td>
<td>100</td>
</tr>
<tr>
<td>2013</td>
<td>0.874</td>
<td>1.489</td>
<td>197</td>
<td>26</td>
<td>69.23</td>
</tr>
<tr>
<td>2012</td>
<td>0.499</td>
<td>1.019</td>
<td>94</td>
<td>42</td>
<td>64.29</td>
</tr>
<tr>
<td>2011</td>
<td>0.842</td>
<td>0.938</td>
<td>97</td>
<td>28</td>
<td>50</td>
</tr>
<tr>
<td>2010</td>
<td>0.196</td>
<td>0.793</td>
<td>63</td>
<td>21</td>
<td>19.05</td>
</tr>
<tr>
<td>2009</td>
<td>0.29</td>
<td>0.682</td>
<td>70</td>
<td>18</td>
<td>22.22</td>
</tr>
<tr>
<td>2008</td>
<td>0.275</td>
<td>0.657</td>
<td>50</td>
<td>23</td>
<td>39.13</td>
</tr>
<tr>
<td>2007</td>
<td>0.258</td>
<td>0.386</td>
<td>45</td>
<td>29</td>
<td>62.07</td>
</tr>
<tr>
<td>2006</td>
<td>0.236</td>
<td>0.402</td>
<td>33</td>
<td>27</td>
<td>59.26</td>
</tr>
<tr>
<td>2005</td>
<td>0.47</td>
<td>0.817</td>
<td>51</td>
<td>27</td>
<td>33.33</td>
</tr>
<tr>
<td>2004</td>
<td>0.544</td>
<td>0.509</td>
<td>18</td>
<td>19</td>
<td>31.58</td>
</tr>
<tr>
<td>2003</td>
<td>0.16</td>
<td>0.177</td>
<td>4</td>
<td>26</td>
<td>15.38</td>
</tr>
</tbody>
</table>

Table 2 SNIP and SJR values for AA over the past ten years. NA = not available. Calculations of SJR and SNIP were last updated 13 June 2014. (Data from Scopus 2014.)

As of 2014 AA has been listed in the Current Contents/Social and Behavioural Sciences and the Social Sciences Citation Index (both Thomson Reuters). Table 3 shows the Journal Citation Report (JCR) data for AA and several other archaeology related journals from the Social Sciences Citation Index (ISI Web of Knowledge), with rankings based on the Impact Factor of the journal. As shown, AA performs extremely well in this scheme, with an impact factor that punches well above our weight.

Table 3

<table>
<thead>
<tr>
<th>Rank</th>
<th>Journal Title</th>
<th>Total Cites</th>
<th>Impact Factor</th>
<th>5-Year Impact Factor</th>
<th>Immediacy Index</th>
<th>Articles</th>
<th>Cited Half-Life</th>
</tr>
</thead>
<tbody>
<tr>
<td>6</td>
<td>Journal of Archaeological Research</td>
<td>373</td>
<td>2.333</td>
<td>2.600</td>
<td>0.500</td>
<td>8</td>
<td>8.0</td>
</tr>
<tr>
<td>7</td>
<td>Journal of Anthropological Archaeology</td>
<td>1181</td>
<td>2.319</td>
<td>2.453</td>
<td>0.220</td>
<td>50</td>
<td>9.0</td>
</tr>
<tr>
<td>9</td>
<td>Journal of Archaeological Science</td>
<td>8919</td>
<td>2.139</td>
<td>2.369</td>
<td>0.885</td>
<td>418</td>
<td>6.5</td>
</tr>
<tr>
<td>16</td>
<td>Antiquity</td>
<td>2033</td>
<td>1.594</td>
<td>1.675</td>
<td>0.183</td>
<td>71</td>
<td>9.9</td>
</tr>
<tr>
<td>18</td>
<td>Journal of Archaeological Method and Theory</td>
<td>490</td>
<td>1.389</td>
<td>1.615</td>
<td>0.423</td>
<td>26</td>
<td>9.1</td>
</tr>
<tr>
<td>20</td>
<td>American Antiquity</td>
<td>2125</td>
<td>1.348</td>
<td>1.480</td>
<td>0.238</td>
<td>42</td>
<td>&gt;10.0</td>
</tr>
<tr>
<td>22</td>
<td>Australian Archaeology</td>
<td>271</td>
<td>1.268</td>
<td>1.536</td>
<td>0.333</td>
<td>24</td>
<td>8.1</td>
</tr>
<tr>
<td>43</td>
<td>Archaeology in Oceania</td>
<td>403</td>
<td>0.645</td>
<td>1.153</td>
<td>0.077</td>
<td>13</td>
<td>&gt;10.0</td>
</tr>
<tr>
<td>62</td>
<td>Oceania</td>
<td>295</td>
<td>0.351</td>
<td>0.404</td>
<td>0.000</td>
<td>20</td>
<td>&gt;10.0</td>
</tr>
<tr>
<td>65</td>
<td>Australian Aboriginal Studies</td>
<td>105</td>
<td>0.276</td>
<td>0.329</td>
<td>0.133</td>
<td>15</td>
<td>&gt;10.0</td>
</tr>
</tbody>
</table>

Table 3 Journal citation report from the Social Sciences Citation Index, with AA highlighted in bold (data from ISI Web of Knowledge 2014). The ranking (column 1) is based on Impact Factor. Note that anthropology journals not of direct interest have been excluded from the table, hence the non-consecutive values given in column 1.

Google Scholar Metrics also provides a way for authors to judge the visibility and influence of recent scholarly articles based on citations from articles indexed in Google Scholar to June 2014. As shown in Table 4, AA is unlikely to ever reach the levels of international journals such as the Journal of Archaeological Science and Antiquity; however, we perform very strongly against many highly regarded international journals and are in the top 20.
Table 4 Google Scholar Metrics for the top twenty archaeology related journals, with AA highlighted in bold (data from Google Scholar 2014). The h5-index is the h-index for articles published in the last five complete years. It is the largest number h such that h articles published in 2009–2013 have at least h citations each. The h5-median for a publication is the median number of citations for the articles that make up its h5-index.

Although not a ranking scheme, JSTOR has provided data on AA’s most downloaded articles which we thought would be of interest to our membership (Table 5)—congratulations to Bryce Barker for being our number one author by these data, and to everyone else who made the Top Ten!

<table>
<thead>
<tr>
<th>Rank</th>
<th>Accessed</th>
<th>Article Title</th>
<th>Author</th>
<th>Publication Details</th>
</tr>
</thead>
<tbody>
<tr>
<td>1</td>
<td>922</td>
<td>Massacre, Frontier Conflict and Australian Archaeology</td>
<td>Bryce Barker</td>
<td>Volume 64, June 2007</td>
</tr>
<tr>
<td>3</td>
<td>660</td>
<td>Public Benefits of Archaeology: Results from a Student Questionnaire</td>
<td>Sarah Colley</td>
<td>Volume 65, December 2007</td>
</tr>
<tr>
<td>4</td>
<td>616</td>
<td>Our Heritage - Your Playground</td>
<td>Ros Langford</td>
<td>Volume 16, June 1983</td>
</tr>
</tbody>
</table>
Table 5 The top ten downloaded AA articles based on data provided by JStor.

<table>
<thead>
<tr>
<th>Rank</th>
<th>Accessed</th>
<th>Article Title</th>
<th>Author</th>
<th>Publication Details</th>
</tr>
</thead>
<tbody>
<tr>
<td>5</td>
<td>598</td>
<td>Modern Human Behaviour and Pleistocene Sahul in Review</td>
<td>Natalie Franklin and Phil Habgood</td>
<td>Volume 65, December</td>
</tr>
<tr>
<td>6</td>
<td>566</td>
<td>Mute or Mutable? Archaeological Significance, Research and Cultural Heritage Management in Australia</td>
<td>Steve Brown</td>
<td>Volume 67, December</td>
</tr>
<tr>
<td>7</td>
<td>539</td>
<td>The Long and the Short of It: Archaeological Approaches to Determining When Humans First Colonised Australia and New Guinea</td>
<td>Jim Allen and Jim O’Connell</td>
<td>Volume 57, December</td>
</tr>
<tr>
<td>8</td>
<td>436</td>
<td>'Consumer Choice’ and Public Archaeology in and Beyond the Academy</td>
<td>Sarah Colley</td>
<td>Volume 61, December</td>
</tr>
<tr>
<td>9</td>
<td>409</td>
<td>More Unconsidered Trifles? Aboriginal and Archaeological Heritage Values: Integration and Disjunctive in Cultural Heritage Management Practice</td>
<td>Sharon Sullivan</td>
<td>Volume 67, December</td>
</tr>
<tr>
<td>10</td>
<td>392</td>
<td>Out of the Box: Popular Notions of Archaeology in Documentary Programmes on Australian Television</td>
<td>Steve Nichols</td>
<td>Volume 63, December</td>
</tr>
</tbody>
</table>

**Online First Publishing**

We have worked with the AA graphic designers and authors to enable online first publishing of author approved corrected proofs via the AAA website. This commenced in September 2014, with the publication of the articles from the AA79 volume, and will continue for all future volumes. An implication of this will be ensuring the AAA website, and any future iterations of it, can cope with hosting the additional pdf content, and that members’ access to controlled pdf content remains functional.

**EAB**

The EAB Members remain a strength of the journal and we are grateful for the assistance and sensible advice they have provided us with through 2014. With the death of Steve Free, there was a short period without an Indigenous representative on the EAB; however, we are pleased to have now rectified this by welcoming Nathan Woolford to the EAB team in October.

**Referee Mentoring Programme**

This has continued to be a great success, with feedback from participants indicating how much they value it.

**Continued Support of WAC Global Libraries**

We note also that in 2014 AAA continued to support the WAC Global Libraries programme (<http://www.worldarchaeologicalcongress.org/activities/global-libraries/198-global-libraries-program>), which sees AA sent to libraries in 30 economically disadvantaged countries around the world.

**Motion:** That AAA continues to provide free copies of the journal to members of the WAC Global Libraries programme.

*This motion was not put forward for a vote at the AGM.*
**Ulm-Ross Prize**

With a large field of entries to review, we thank co-members of our judging panel for 2014: ben Gunn, Vincent Megaw and Sean Ulm. We look forward to announcing the winning paper at the AAA2014 conference dinner.

**Cost Issues**

We have previously flagged the issue of increasing journal costs and how this will translate into a future price increase for members. Initiatives we have implemented to minimise costs or maximise income during our tenure have included:

- Shifting graphic designers. With the larger sizes of the most recent two themed journals, this cost has remained relatively consistent, but should decline in 2015.

- Adjusting the page design so we can fit more words per page and thereby reduce the overall number of pages per article.

- Shifting from Australia Post to the Flinders University mailroom for international postage (cutting costs for this component of expenses by approximately two-thirds).

- Absorbing costs for blog posts and the additional printing costs for the AA79 volume from the annual $20,000 Editorial allowance.

- Negotiating extensively with the Copyright Agency Ltd (CAL) to ensure that all royalties from articles published in AA come to the Association, as required on author agreement forms, rather than to individual authors.

- Signing an agreement with EBSCO which will potentially provide additional revenue in future years.

- Increasing use of online publication, including for obituaries, book reviews and thesis abstracts, so as to reduce pages in the hard copy journal (commencing from AA79).

- Reducing the weight of AA79 by reducing page weight and holding content over for AA80 in order to stay within the Australia Post <1 kg print post limit.

- Only sending out journals when we have more than 100 items, so as to take advantage of bulk print post mailing rates.

- Printing fewer copies of AA79.

- Investigating options for moving to a commercial publisher (see ‘Looking to the Future’ below).

Of serious concern to the budget, particularly in 2014, has been a decline in membership numbers. While some of this decline may be due in part to the downturn in the mining industry, this does not explain some of the trends, especially for states such as Victoria and NSW, which have been less affected by such phenomena, and institutional subscriptions, which should remain independent (which have declined from 65 active institutional members in January 2011 to 17 in November 2014). We have requested the Membership Secretaries look into these trends and explore means to address them in 2015.

We also note that every journal that is mailed out to an incorrect address and subsequently returned to us through Australia Post costs twice the usual postage fee. The consequence of this is that it results in that individual’s subscription fees not covering our costs in providing the journal to them. We
remind all members that they are required to keep their mailing information up to date in the AAA database; if you have any issues with how to do this please contact the Membership Secretaries who can assist you with the process.

**Proposals for Future Changes to the Journal**

During 2014 we also sought advice from EAB members about various other changes to the journal in order to reduce costs that were suggested by the AAA Treasurers. These included:

1. Restricting the number of pages in the journal.
2. Returning to black and white only printing.
3. Having a user-pays system for colour printing.
4. Having a user-pays system for people to expedite their paper being published earlier (by paying for extra pages in the journal above the standard allocation).
5. Making the journal available on-line only.

In summary, the opinions included:

- General support for a membership fee increase and other measures as necessary (e.g. reducing the number of pages, a move back to black and white).
- General support for removing lengthy backfill, thesis abstracts and book reviews to online publication only.
- Some support for expedited printing or colour printing for a fee, but also views that this was unfair and would privilege people with well researched projects or well-funded universities at the expense of early career, independent or regional researchers. We have been advised by our graphic designers and printers that having only some pages or parts of the journal in colour would create complications for the layout and printing owing to the fact that the journal is not printed page by page, but in sheets of non-consecutive pages that are then cut and compiled. Attempting to align all pages requiring colour printing on a single sheet would be so difficult as to not be worth the time required to achieve it. Consequently, we have not pursued this further.
- Support for investigating an open access model for publication (e.g. Ubiquity Press) or a commercial publisher with online submission, subscription and article tracking (e.g. Maney or Wiley). We have investigated this suggestion (see ‘Looking to the Future’ below for details).
- Limited support for enabling commercial advertising in the journal.

**Looking to the Future: A Commercial Publisher?**

One of the options that was raised was the possibility of handing the journal over to a commercial publisher. Such an action would have serious and long reaching financial implications for the Association, which we are currently in the process of investigating. We have requested detailed information from Maney and Wiley about how such a commercial arrangement might work to present to the EAB at our annual meeting; this information will also be made available to the AAA membership. Any decisions about moving AA to a commercial publisher would need to be approved by the membership through a formal motion.
New Editors

For various reasons, AA80 will be our last journal as Editors. We have advertised and solicited for new Editors to take over from AA81 (December 2015), who will need to be elected at the 2015 AGM. Whoever takes over the role we wish them the best of luck and look forward to helping them with the transition.

Thanks

In closing, we offer our sincere thanks to our Editorial Committee members: Susan Arthure (Editorial Assistant), Sean Winter (Short Reports Editor), Alice Gorman and Claire St George (Book Review Editors), and Tiina Manne (Thesis Abstracts Editor) for their ongoing support throughout our tenure as Editors.

References


Discussion

During the presentation of the reports, Lynley reads out the two EOI that have been received by the current editors as applications to take over the position as Editors for AA. The two EOI are by (1) Jim Rhoads, Caroline Bird and (2) Sandra Bowdler, Kate Morse, Vicky Winton, Jane Balme and Joe Dortch.

EOI by Jim Rhoads and Caroline Bird

Caroline and I are writing to register our interest in the position of editors of Australian Archaeology, as we have briefly discussed.
We believe we can offer an exceptional opportunity for the Association to refocus the publication to be an efficient and effective flagship for archaeology in the greater Australia region. A brief summary of our relevant experience and capabilities follow:
Caroline
- experience in editing and managing publications
- strong publication history, including production of a range of texts for both academic and non-academic audiences
- professional development courses in editing and proofreading.

Jim
- served on the Editorial Committee and was the Review Editor for *Mankind/The Anthropological Journal of Australia*
- managed and developed various publication series for the Victorian Archaeological Survey and the West Australian Land Information System (WALIS)
- redeveloped the processes for producing and managed the National Native Title Tribunal research ‘backgrounder’ and occasional publications
- a reputable publication history, including various State and Federal government policy and strategic planning report and documents.
- 20 years’ experience leading and managing State and Federal government agencies in a senior or executive role.

We both assisted in developing a new online journal for the Australian Association of Consulting Archaeologists Incorporated – JAACA - and currently serve as co-editors of this journal.

Caroline and I would appreciate the opportunity to meet with the Executive of AAA in order to explore ideas about future directions for *Australian Archaeology*.

EOI by Sandra Bowdler and colleagues

TBA

Lynley asks the present members of AAA at the AGM to vote for either the one or the other team to reach a decision about the future AA Editors. Fiona asks for discussion contributions. Ken Mulvaney asks about the possibility to combine the two teams, because he cannot see a clear difference between the two teams and that this might make things easier, because of workloads issues. Alice Gorman raises the issue that she would like to receive clarification about the two proposed team’s other positions and if there might be a conflict of interest. Fiona states that the team members would have to resign from any such positions and they have already agreed to do so. Alice also says that she would prefer a secret ballot rather than a simple show of hands in this vote. Sean Ulm notes that there are some very important proposals to be discussed in the Editorial Board meeting and that based on the respective decisions one team might not be interested in taking over the Editor’s position. Matthew Spriggs consequently raises the point that given the different complexities a decision should not be made on the spot, but rather after discussions between the different teams, the Editorial Board and the Executive.

**Motion (proposed by Matthew Spriggs; seconded by Ian Johnston)**

*The AGM empowers the Executive Committee to consult with those who have submitted an EOI to become the new Editors of AA and after the discussions implement a procedure to appoint new editors for the AA Journal that is in the best interest of the Association and the viability of the Journal. The motion is carried unanimously by the AGM.*

5.6. **Webmaster’s Report**

Erin Mein is thanked for her tireless efforts at maintaining the AAA IT infrastructure and website under extremely difficult conditions. Owing to personal reasons Erin was unable to continue as Webmaster after we transferred to Alyka.

The major item to report on is the failure of the website’s membership subscription facility on in late December 2013. The problem was caused by an incompatibility between the ‘Magic Members’ plug-in and the website architecture. This was not clear at the time but only emerged after a forensic examination and test of all plug-ins and functionalities by our new web host Alyka. The move to Alyka in March 2014 was prompted by the non-responsiveness of previous web host Twenty4 on the membership facility crash, despite multiple efforts by
Erin Mein (who also suggested and facilitated the move to Alyka). The costs of the move are detailed in the Treasurer’s Report and amount to a $1,200 annual hosting fee plus $240 maintenance fee per month for 2 hours of work that can accrue. Alyka afforded AAA considerable flexibility and goodwill in allocating flexible maintenance hours and tested all plug-ins, provided a faster server, and resolved compatibility issues between different software. Alyka have advised that the current website is functional but somewhat cumbersome and members are advised that an upgrade will be required in the next 2-3 years.

5.7. **Australian National Committee for Archaeology Teaching and Learning (ANCATL)**

*Kat Szabó and Liam Brady*

At the annual conference of the Australian Archaeological Association 2013, in Coffs Harbour, the leadership of ANCATL passed from Sean Ulm (James Cook University) to Kat Szabó (University of Wollongong) and Liam Brady (Monash University). In the following report we itemise activity in the teaching and learning of archaeology in Australia over the last year and detail the current and ongoing focus areas of ANCATL.

**Archaeology Teaching and Learning 2014**

There have been some dynamic happenings and bold initiatives in 2014 within the community of Archaeology Teaching and Learning in Australia. Much of this has been developed and led by those situated within the primary and high school sectors in various states with varying degrees of collaboration and input by those in the tertiary education sector. Not only should these various activities be supported by members of ANCATL and AAA, but enhanced collaboration and assistance would doubtless benefit all. Some of the 2014 initiatives are itemised below:

*Ancient Australia Unearthed* – by Alethea Kinsela

- The publication of this landmark book has filled a gap in the resources available to those teaching Australian prehistory in a school classroom context. The book has been very well received and ANCATL extend their congratulations to Alethea.

*NSW Premier’s History Teachers Association History scholarship 2014 awarded to Melissa Sorial*

- Melissa Sorial won one of two prestigious NSW Premier’s HTA History scholarships for 2014. She is the initiator of ‘Archaeohub’ – an online resource for history teachers about archaeology and the Australian ancient past. These resources, which are in a variety of formats, will supplement the new National Curriculum.

*Archaeology and the Australian Curriculum: Pedagogy and Cultural Change*

- This half day session at AAA 2014, Cairns, is convened by Stephen Nichols and Louise Zarmati, and brings together ten diverse presentations focussed on teaching and learning in Australian history and archaeology.
Events on a more local level highlight the diversity of interest and engagement in the teaching and learning of archaeology:

**Clontarf Beach State Highschool QLD**

- As part of a day of activities involving primary school children from the five main regional feeder schools an ‘archaeological dig’ was set up alongside sporting and academic competitions. Students from Years 7 and 8 each worked as a team to excavate materials and interpret them in the simulated Ancient Egyptian site.

Clontarf Beach State Highschool had recognised the issue of the disconnect between book-based learning and its separation from the tactile nature of ancient history/archaeology, so this was an effort to bridge the gap.

There is clearly not only a great deal of interest in broadening the discussion of Australian prehistory and archaeology and bringing it into the classroom, but efforts are becoming more sophisticated and coordinated. The development and enhanced availability of digital resources is a mark of this, and initiatives such as Archaeohub will extend this even further.

We propose that ANCATL members, as well as collectively as a group, make every effort to assist those coordinating these initiatives through expert assistance and referrals as well as feedback and collaboration when requested and appropriate.

**Queries Related to Teaching Practice in the Undergraduate Archaeology Curriculum**

Only one query was received relating to teaching pedagogy and practice at the undergraduate level and this was forwarded on to the relevant ANCATL member for that institution.

**Objectives: 2015 and beyond**

After discussion between various members of ANCATL and suggestions made to us, we would like to propose two key areas for development in 2015:

1. The heritage sector is the largest employer of archaeologists in Australia. How are Australia’s university teaching programmes meeting the needs of this sector and its variations from state to state? Are there skills gaps which could be addressed in our teaching programmes? We suggest coordinating with AACAI to survey its membership about the required skills and skill levels of graduates entering the heritage sector and where university teaching could enhance the acquisition of these skills. A preliminary conversation with Oliver Brown in November (the result of an Ozarch forum thread) focused on the possibility of the AACAI State Executive Committees taking a lead role in assisting with course content focusing on the consulting industry. From a NSW perspective, Oliver has indicated that he would be happy to liaise with NSW-based institutions in developing course or unit content for cultural heritage management purposes. Further, we suggest also surveying recent (5-7 year) graduates who have entered the heritage sector and getting their feedback on preparedness for the workforce.
2. At present there is a page write-up on ANCATL on the AAA page
(http://australianarchaeology.com/ancatl/), however given the scope and diversity
of outputs by ANCATL members, as well as the growth of Australian digital resources
outside of a AAA base we recommend broadening the web presence of ANCATL. The
current information should be augmented with state-by-state contacts, recent
outputs and grants, and a collection of links to major resources of benefit to the
archaeology teaching and learning community.

ANCATL Leadership
The current co-chairs of ANCATL, Kat Szabó and Liam Brady, wish to pass over the leadership
to someone/a team involved in archaeology teaching and learning as a key part of their
jobs. Liam Brady teaches Indigenous Studies and Kat Szabó is on a full-time research
contract, so neither is able to coordinate ANCATL activities with their day-to-day practice.
We hope to decide the issue of leadership for 2015 at the ANCATL meeting held during the
AAA 2014 conference.

5.8. Ethics Subcommittee Report
Richard Fullagar
Apart from informal discussions with Martin Porr, the Ethics Subcommittee was not approached over
the last 12 months.

Richard resigns from the AAA Code of Ethics Subcommittee.

5.9. Indigenous Liaison Officer’s Report
Kellie Pollard
I commenced my role as AAA ILO this year during the final year of my PhD studies at Flinders
University. My AAA ILO colleague Chris Wilson nominated me for the position in part to represent
Indigenous women and students in Australian archaeology, and also to increase the level of Indigenous
representation on the AAA executive.

The main two aspects of business to report are:

- Matters relating to Indigenous representation or issues in Australian archaeology in 2014;
- A call for better methods of communication between ILO’s and the executive of AAA.

Matters Relating to Indigenous Representation or Issues in Australian Archaeology in 2014
I only comment on issues that either Chris Wilson or myself were directly or indirectly involved in with
AAA members.

Chris Wilson and I offered a joint advice in response to a request from Sean Ulm in May on the wording
of a statement regarding the AAA Travel Scheme policy and our advice concerned minor editing and
these were incorporated into the final statement.

In September I was consulted by Sean Ulm about the AAA budget, specifically, funds for the
sponsorship of Indigenous delegates to attend the AAA conference. Sean and I agreed to prioritize
Indigenous people who would present in a conference session either individually or jointly with a co-
presenter. In this way we agreed it was best policy to make the amount available reach as many
Indigenous delegates as possible. As a result of the consultation with Sean Ulm Indigenous presenters
are able to attend and present in several AAA sessions and forums. This is a good outcome for AAA and the Indigenous community because it sends a message the AAA welcomes Indigenous participation and cooperation.

In April/May Steve Free liaised with Sean Ulm about an offer to support Indigenous students interested in taking part in the AAA debate series. Steve sought and received support from Chris Wilson and I on this matter.

In April Chris Wilson liaised with Sean Ulm to seek clarification about the roles of the ILO’s involvement in funding Indigenous and student participation in AAA in 2014. Chris advised Sean there were some technical issues with the ILO email on the AAA website because he (and I) were not receiving emails from interested Indigenous people about the conference or sessions or funding etc. At that time Chris also highlighted how important it is for members of the executive to support and mentor ILO’s in their roles to facilitate better services and advice to Indigenous queries. In reply, Sean Ulm explained that the functions/positions of the executive had been “streamlined” to effect a more efficient executive and that as a result in 2014 the Conference Sub-committee would “handle all of the administration of the [Travel Scheme] directly”, in part, to avoid confusion because of the high number of applications for funding that the executive received from many sectors in the Australian community. Sean Ulm also suggested the ILO’s would be consulted about the scheme and my involvement has been reported on above.

Call for Better Communication between ILO Representatives and AAA Executive

Chris Wilson and I are keen to work as closely as possible with the AAA executive on matters pertaining to funding Indigenous conference delegates; supporting Indigenous students or community members to be active in AAA or archaeology related endeavours; and raising awareness of Indigenous aspirations in Australian archaeology.

To that end we seek further future consultation with the executive or its delegates to:

- Resolve any outstanding technical issues with the ILO account on the AAA website; and
- Request better and timely communication with the executive or its delegates to improve the level of involvement by the ILO’s in core AAA business.

I look forward to working with AAA as ILO in 2015.

5.10. Student Research Grant Scheme Report

Bryce Barker (Acting Chair SRGS)

The 2014 Student Research Grant Scheme attracted 18 applications, 14 of which were PhD students, 3 Honours and 1 Masters (Research). The quality of projects submitted were very high overall, however the quality of the applications was more variable and is something we think students need to spend more time on given the competitiveness of this scheme. Because of the relatively large number of applicants and the quality of the projects presented, the selection committee made up of Bryce Barker (Acting Chair in the absence of Ian McNiven), Peter White and Peter Veth (in the absence of Jane Balme) chose 7 projects from the 18 submitted. It soon became apparent that $5000 was not enough money to cover monies requested from the successful applications and a request was put to the AAA Executive to increase the amount to $7200 which was granted. After further discussion with selection panel members and the AAA Executive it is recommended that the amount given to the scheme be increased in the future.

It was brought to our attention by a member of the Executive that one of the successful applicants was also a member of the SRGS Committee and that this might pose a perception of a conflict of interest. The committee points out that the 2 student members of the subcommittee were there to
assist with guiding the parameters of the design of the scheme from a student’s perspective but that they had no role in the selection criteria, or more importantly the selection process which consists of the Chair of the committee and 2 senior academic/professional archaeologists.

Whilst dealing with the grant scheme in practice it became apparent that further detail in regard to selection criteria and criteria for successful applicants needed to be added to the SRGS charter. These are outlined below.

**Eligibility Criteria**

1. The scheme is open to full-time/part-time Honours, Research Masters and PhD students.

2. The Australian Archaeological Association Student Research Grant Scheme (SRGS) is a competitive grant that awards funds for costs directly relevant to a student’s research in archaeology including, for example, fieldwork, travel to gather data, and sample dating. The project need not be based in Australia.

3. Research Masters and PhD students SRGS funds can include travel funding for the Australian Archaeological Association Conference when: presenting results directly related to research funded by the award; other existing sources of conference funding have been utilized; and the award is not destined solely for the purpose of AAA Conference travel funding. Students who use the SRGS award to help fund travel for the AAA conference will not be eligible for AAA reimbursement to student conference attendees.

4. The amounts awarded are a maximum of $750 for an Honours student, $1200 for a Masters by Research candidate (Masters by Coursework are not eligible), and $1800 for a PhD student. Amounts awarded can be varied at the discretion of the SRGS selection panel.

5. Students will be eligible for only one award during enrolment in one research higher degree programme.

6. A student who has received an award and who subsequently completes their degree programme is eligible to receive another award if they later enroll in a further degree programme.

7. Students who have received an award and who subsequently transfer to another research higher degree programme at any level will not be eligible for a second award.

8. Applicants must be a member of the Australian Archaeological Association at time of submission.

**Selection Criteria:**

1. The selection panel will be made up of the Chair of the SRGS and 2 other senior professional archaeologists (with appropriate gender representation) drawn from the Committee or from outside (by invitation).

Selection criteria is based on:

(a) Quality of research design 50%

(b) Feasibility of project 20%
(c) Demonstrated need for grant 20%
(d) Referee’s report 10%

Criteria for successful applicants:
1. Monies are awarded for costs directly related to the specified project in the application process. Any variation in expenditure of funds from the original application must be approved by the SRGS Committee.
2. All funds must be spent within the period of the degree enrolment. Unspent funds must be returned to the AAA.
3. All expenditure must be supported by original receipts and briefly reported on to the Chair of the SGRS Committee within one year after the completion of the degree.
4. The AAA must be acknowledged in all work (articles, theses, presentations, exhibitions etc) supported by SRGS funding.
5. All research supported by the SRGS Grant must abide by the AAA Code of Ethics.
6. Funds can only be paid into University research/personal development accounts if they do not attract a percentage fee from the institution.

Unsuccessful Applicants:
1. Feedback and advice from the Chair of the SRGS Committee is available for unsuccessful candidates.

5.11. Social Media Report
Jacq Matthews and Lynley Wallis

Throughout 2014 we have seen continued rise in audience numbers for the AAA social media accounts. At the time of writing (mid-November) the AAA Facebook (FB) account had exactly 3000 ‘likes’, which is a 59.7% increase compared to the 1878 the page had at the end of 2013. The AAA Twitter account has had a phenomenal rise in comparison, with 1130 followers at the time of writing, which is a 91.2% increase on the 591 at the end of 2013.

Our posts are reaching a wider audience than ever before. This is most reliability measured by our FB data (as Twitter does not provide as much access to our own data). In 2013, our most widely read FB post (the announcement of the death of Mike Morwood) reached 3314 individuals. In 2014, our most widely read FB post (about the destruction and re-sale of cemetery burial plots in South Australia) reached 53,136 unique individuals (that’s an increase of 1503%). On average, each FB post is reaching 660 individuals (or 626 if you excluded the ‘grave’ outlier), which is up from 366 in 2014 (an 80.3% increase). (We will post a blog on the AAA website at the end of the year detailing the top ten posts for the year.) These increases emphasise the non-trivial role that social media is playing in the communication of information about archaeology online and further reinforces the importance of AAA having a voice on these platforms. While a lot of the content that we share via our social media accounts is general or light-hearted in nature, we can be proud of the fact that important things are indeed taken seriously by our audience.

In terms of the management of the two social media accounts, in 2014 we began using the free social media management platform HootSuite. This platform enables us to manage both accounts more effectively in terms of the time required of us to create and schedule content and, perhaps more importantly, it allows better management of the content itself, with the ability to tailor identical content to each platform e.g. brief tweets with more hashtags and detailed FB posts with more...
information. We attribute this new management technique to the vast increase in Twitter followers and engagement.

Following from the social media survey conducted in 2013, we have now completed the analysis of the data collected and currently have an article detailing our findings, titled ‘Haunting the present with the past through social media: The AAA audience, online presence and the future’, under peer-review with Australian Archaeology. This paper presents the first ever published study on archaeological audience engagement in Australia and we hope that it might contribute to increased and improved use of these valuable online communication tools in the discipline.

Now for the sad news: effective as of the 2014 AGM, Lynley Wallis is stepping down from the role of Social Media Manager. Lynley was key to the initial creation and establishment of AAA’s social media accounts as vital tools in meeting the Association’s aim of communicating the work of Australian archaeology to the broader public and leaves large (but always stylish) shoes to fill. Brit Asmussen has been kind enough to volunteer some of her time in the ongoing management of these accounts, and continuing manager Jacq Matthews will be seeking more expressions of interest in coming months to ensure that these accounts will be maintained over the long term. Thanks Wallis!

5.12. Media Liaison Officer Report
Alice Gorman

Ongoing activities

- Worked closely with social media officers Dr Lynley Wallis and Ms Jacqueline Matthews to promote stories about Australian archaeology and AAA members.

- Liaised with the journal editors, Dr Lynley Wallis and Associate Professor Heather Burke, to promote new published research

- Twice each week, monitored Australian Science Media Centre alerts and suggested AAA members to provide expert opinion where appropriate

- Liaised with The Conversation Australia to suggest AAA members for expert opinion

- Responded to requests from journalists including ABC TV, ABC radio, Sydney Morning Herald

Major projects

- Compilation of biographies of prominent AAA members for future use, prepared by Ebbe Hayes and Jaya Foley

- Preparation of a draft media kit for the AAA website by Ebbe Hayes

News stories

- 4 August 2014: contributed to Fancy a treasure hunt? Here’s a career option rich in science, mystery and discovery, Sydney Morning Herald by Fran Molloy, on behalf of AAA

- Media release 18 June 2014 for the released of Australian Archaeology, which featured several papers of graffiti studies: “Graffiti gets the archaeology treatment”. Dr Ursula Frederick and Dr Annie Clarke did interviews with
  - ABC Canberra 666, which was aired nationally including on JJJ and RN
  - ABC TV news Canberra
  - ABC radio Melbourne
  - ABC Sydney Drive Time with Richard Glover (mentioning AA twice)
• ABC Adelaide
  • This was the most significant media coverage AA has received for quite some time.
  • 21 July 2014: ABC Adelaide interview with AAA member Dr Martin Wimmer about WW II heritage

AAA/ASHA annual conference 2014 (at time of writing on 25 November)
• Liaised with conference organisers on JCU media release
• Prepared media alert for Australian Science Media Centre
• Contacted ABC journalists
• Contacted freelance journalists

5.13. AAA Student Representative Report
Georgia Roberts and Lucia Clayton-Martinez

General
This year has again been very busy for the student representatives, continuing to develop a number of initiatives. We have fielded several enquiries from students round the country, primarily concerning the Student Research Grant Scheme (SRGS) and the Career Advice Workshops.

Lucia Clayton-Martinez will be finishing this year as the west coast student representative, in the final stages of completing an excellent Master of Arts degree at UWA. I would personally like to thank Lucia for the amazing amount of work that she has put into this position and the brilliant ideas that she has seen to reality. I think that we have successfully demonstrated the benefits of having a student representative for both coasts, and we hope that the position is again filled for 2015.

Student Research Grant Scheme Results
The recipients of the 2014 SRGS were announced in June of this year. In this, its first year, the scheme received 19 applications. Funding for the SRGS was this year extended from $5,000 to $7,200. The selection panel consisted of Prof Bryce Barker, W/Prof Peter Veth and Dr Peter White. The primary criteria for applications were:

a) Quality of research design: 50%
b) Feasibility of project: 20%
c) Demonstrated need for grant: 20%
d) Referee’s report: 10%

The following seven candidates were successful in their applications for funding for fieldwork, travel, sample analysis, etc.


Dylan Gaffney – Otago University. Archaeological investigations at Bilbil Island: mapping a new pottery sequence on the north coast of Papua New Guinea with ceramic compositional analysis.
Angeline Leece – Latrobe University. *Determining the palaeodemography of Paranthropus robustus at the Drimolen hominin bearing palaeocave, South Africa.*

Kelsey Long – Australian National University. *Fish otolith geochemistry, environmental conditions and human occupation at Lake Mungo.*

Georgia Roberts – Latrobe University. *Seasonality in the Archaeological Record: Implications of Isotopic variation for Archaeological Site Use in Southwestern. Tasmania.*

Judy Smith – University of Queensland. Differentiating modern spikelet fragments of einkorn, emmer and barley into wild and domestic species.

Rhiannon Stammers – Latrobe University. *An experimental and archaeometric study of the world’s oldest potential bone tools from the hominin fossil site of Drimolen, South Africa.*

We would like to encourage all student researchers to apply for the scheme next year, and thanks the generous sponsorship of the AAA for making the SRGS possible.

**National Archaeology Student Conference**
The National Archaeology Student Conference (NASC) was held at Flinders University in April of this year. The conference presented a wonderful opportunity to network with fellow students and saw an array of outstanding presentations, from undergraduates through to PhDs. Excellent keynote presentations were given by Dr Annie Clarke and Professor Emeritus Brian Fagan. The degree of support found at this conference was exceptional, and provided an excellent training ground for students to develop their presentation skills. Sydney University will be hosting NASC in 2015 and we would encourage all of the AAA students to get along and participate.

Well done to the Flinders University Archaeological Society and the National NASC Committee for an excellent conference.

**Career Advice Workshops**
Last year, we started the Career Advice Workshops, with the intention of running them annually, if they proved to be successful. This year we have increased the number of workshops from four (2013) to 14 due to the success of last year and increased demand.

The workshops give students an opportunity to sit down with a leader in the field of each particular session, to facilitate the sharing of experience, wisdom, networks, knowledge and know-how. Topics which could be discussed include career paths, grant applications and research project development – issues not normally covered in university lectures but deeply relevant to the real world.

We have expended the range of sessions offered this year to cover the interests of both AAA and ASHA students. These include Rock art (x2), Historical archaeology, Industrial archaeology, Public speaking and presentation skills, Maritime Archaeology, Careers as an academic (x2), Career in the private sector, Museum archaeology, Geophysics, Bioarchaeology, Historical archaeological artefact analysis, and Stone artefacts.

We would like to thank the many mentors (Jo McDonald and Paul Taçon, Heather Burke, Susan Lawrence, Peter Veth, Wendy Van Duivenvoorde, Ian McNiven and Bryce Barker, Oona Nicholson, Brit Asmussen, Kelsey Lowe, Debbie Argue, Sean Winter and Peter Hiscock) for each of the workshops for donating their time to sit down with the students. If last year is any reflection, these sessions may become a permanent fixture at AAA conferences into the future.
University Insurance Audit

At the AAA AGM in 2013, the student representatives were tasked with undertaking an audit of university insurance policies, to highlight exactly what you are covered for in the field. Below is a summary table for several universities teaching archaeology.

We strongly advise all students undertaking field work to get approval in writing from relevant staff and to discuss your trip personally with the universities Insurance Officer. We also strongly recommend students ensure they have ambulance cover. This will ensure you are covered if you need to be transported in case of medical emergency, particularly when considering the costs of helicopter transportation from remote locations.

Students must be aware that if an incident occurs, the university cannot, under the Health Act, provide cover for any benefits payable by Medicare or private health cover. If the student elects to go to a private health provider, they must consider the gap payments according to their cover.

Students, when not classified as staff, are not eligible for workers compensation, however there are a series of benefits payable by the university should an incident occur. These relate to procedures not covered by Medicare, such as physiotherapy, etc., and are capped. Policies differ between universities, so students should familiarise themselves with their university’s insurance cover before going into the field, and consider whether additional private health cover is necessary for their situation.

Please note: students acting in a supervisory or project lead role may be held criminally and/or civilly liable under the Commonwealth Work Health and Safety Act 2011 if an accident occurs. In other words, if a postgraduate has a supervisory role they may be liable if an accident occurs, but if they are not classed as staff they are not eligible for worker’s compensation if they themselves suffer an accident.

We strongly recommend students read fieldwork OH&S policies, and raise concerns if the policy is not deemed adequate. Everyone involved must ensure these are applied, with university staff leading by example. University staff and fieldwork leaders must ensure that correct and adequate policies are strictly applied and adhered to. We recommend that industry standard OH&S policies be applied to university-led fieldwork to provide adequate protection for students and supervisors.
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<th>University</th>
<th>Activity</th>
<th>Public Liability</th>
<th>Professional Indemnity</th>
<th>Personal Accident</th>
<th>Travel Insurance</th>
<th>Medical Coverage</th>
<th>Exclusions</th>
<th>Prescriptions</th>
</tr>
</thead>
<tbody>
<tr>
<td>La Trobe</td>
<td>Field work</td>
<td>Yes</td>
<td>Yes</td>
<td>Yes</td>
<td>Yes</td>
<td>All full and part time students and post graduate students of La Trobe University are insured whilst on official University activities. This insurance is limited with regard to the scope of cover provided and the compensation benefits payable, also this insurance is not arranged with a private health fund and does not cover Medicare related expenses or the &quot;Medicare gap&quot;.</td>
<td></td>
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<tr>
<td></td>
<td>Outside placement</td>
<td>Yes</td>
<td>Yes</td>
<td>Yes</td>
<td>Yes</td>
<td>Luggage; personal effects; travel documents; credit cards; jewellery; watches; photographic equipment and other valuable or attractive items; computers; electronic equipment; mobile phones; money</td>
<td></td>
<td></td>
</tr>
<tr>
<td></td>
<td>Approved work off-campus</td>
<td>Yes</td>
<td>Yes</td>
<td>Yes</td>
<td>Yes</td>
<td>Students will not be granted liability insurance if they are paid for the work. This excludes scholarships.</td>
<td></td>
<td></td>
</tr>
<tr>
<td></td>
<td>Field work</td>
<td>Yes</td>
<td>Yes</td>
<td>Yes</td>
<td>Yes</td>
<td>Students arranging their own work placement not required for course work will not be covered unless a course supervisor is prepared to sign off on it.</td>
<td></td>
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</tr>
<tr>
<td></td>
<td>Elective placements</td>
<td>Yes</td>
<td>Yes</td>
<td>Yes</td>
<td>Yes</td>
<td>Students will not be granted liability insurance if they are paid for the work. This excludes scholarships.</td>
<td></td>
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<tr>
<td></td>
<td>Off-campus field excursions</td>
<td>Yes</td>
<td>Yes</td>
<td>Yes</td>
<td>Yes</td>
<td>Students will not be granted liability insurance if they are paid for the work. This excludes scholarships.</td>
<td></td>
<td></td>
</tr>
<tr>
<td>Flinders</td>
<td>Work experience</td>
<td>No</td>
<td>No</td>
<td>No</td>
<td>No</td>
<td>No</td>
<td>Students will not be granted liability insurance if they are paid for the work. This excludes scholarships.</td>
<td></td>
</tr>
<tr>
<td>University</td>
<td>Field work</td>
<td>Yes</td>
<td>Yes</td>
<td>Yes</td>
<td>Yes</td>
<td>Student personal accident insurance provides a basic cover for students suffering accidental injury while engaging in University activities including work experience placements. Under existing legislation the insurer cannot pay any benefits for which there is a Medicare entitlement including any gaps.</td>
<td></td>
<td></td>
</tr>
<tr>
<td></td>
<td>Elective placements</td>
<td>Yes</td>
<td>Yes</td>
<td>Yes</td>
<td>Yes</td>
<td>Students arranging their own work placement not required for course work will not be covered unless a course supervisor is prepared to sign off on it.</td>
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<tr>
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<td>Off-campus field excursions</td>
<td>Yes</td>
<td>Yes</td>
<td>Yes</td>
<td>Yes</td>
<td>Students arranging their own work placement not required for course work will not be covered unless a course supervisor is prepared to sign off on it.</td>
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<td></td>
</tr>
<tr>
<td>Sydney</td>
<td>Curriculum related travel</td>
<td>Yes</td>
<td>Yes</td>
<td>Yes</td>
<td>Yes</td>
<td>Personal injury (&lt;$500,000); unlimited medical expenses; emergency medical</td>
<td>Electronic equipment; medical costs for which Medicare will cover; rental All university activities must have written</td>
<td></td>
</tr>
<tr>
<td>University</td>
<td>Activity</td>
<td>Public Liability</td>
<td>Professional Indemnity</td>
<td>Personal Accident</td>
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<td>----------------------------------------------------------------------------</td>
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<tr>
<td></td>
<td>Formally approved travel</td>
<td>Yes</td>
<td>Yes</td>
<td>Yes</td>
<td>Yes</td>
<td>evacuation (&lt;$1,000,000); repatriation of mortal remains (&lt;$50,000); personal liability ($10,000,000); luggage, personal effects, etc. ($15,000); alternative employment ($20,000); missed transport connection ($5,000); extra territorial workers compensation ($1,000,000); kidnap, ransom and extortion ($500,000); political evacuation and natural disaster expenses ($50,000); corporate traveller's family assistance (included)</td>
<td>vehicle damage; theft of property; suicide; self-harm.</td>
<td>approval by appropriate staff.</td>
</tr>
<tr>
<td></td>
<td>Volunteer work</td>
<td>Yes</td>
<td>Yes</td>
<td>Yes</td>
<td>Yes</td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td></td>
<td>Work experience or placement</td>
<td>Yes</td>
<td>Yes</td>
<td>Yes</td>
<td>Yes</td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>University of Queensland</td>
<td>Course placements required for program</td>
<td>Yes</td>
<td>Yes</td>
<td>Yes</td>
<td>Yes</td>
<td>Unable to source specific coverage details.</td>
<td></td>
<td></td>
</tr>
<tr>
<td></td>
<td>Work experience</td>
<td>Yes</td>
<td>Yes</td>
<td>Yes</td>
<td>Yes</td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>ANU</td>
<td>Field work</td>
<td>Yes</td>
<td>Yes</td>
<td>Yes</td>
<td></td>
<td>Yes. Domestically through Medicare in the first instance.</td>
<td></td>
<td></td>
</tr>
<tr>
<td></td>
<td>Outside placement</td>
<td>Yes</td>
<td>Yes</td>
<td>Yes</td>
<td></td>
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</tr>
<tr>
<td></td>
<td>Approved work off-campus</td>
<td>Yes</td>
<td>Yes</td>
<td>Yes</td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>UWA</td>
<td>Course required work experience</td>
<td>Yes</td>
<td>Yes</td>
<td>Yes</td>
<td></td>
<td>Accidental death: $10,000 for persons without dependants, $100,000 for persons with dependants; Permanent disability: $100,000; Weekly</td>
<td>All work placements must be unpaid; if you are receiving payment or benefits in any way the UWA insurance cannot</td>
<td>All placements must be authorised by a Course or Unit Co-ordinator,</td>
</tr>
<tr>
<td>University</td>
<td>Activity</td>
<td>Public Liability</td>
<td>Professional Indemnity</td>
<td>Personal Accident</td>
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<td></td>
<td>business/study related travel. Cover includes flight and direct transit travel time, not additional personal/vacation time. Cover only applies within the same country as their host university.</td>
<td>benefits (income earners): $250 per week, 104-week benefit; Domestic help: (non-income earners): $250 per week, 104-week benefit; Surgical benefits: $2,000 maximum; Non-Medicare medical expenses: 80% of costs to a $5,000 maximum; Student contribution and/or postgraduate fees: $10,000 maximum reimbursement; Home tutorial expenses: 85% of costs with 7 day excess, $250 per week, 52 weeks. There is a $100 excess.</td>
<td>provide cover and the host must provide adequate coverage. Medical expenses that may be claimed either in part or in full through Medicare cannot be claimed on this policy. Hired vehicles are not insured by UWA’s vehicle fleet policy, nor one’s own car.</td>
<td>Head of School or dean for the insurance to be available. Students must be UWA enrolled students for work placement that is approved as relevant to their course.</td>
</tr>
</tbody>
</table>
5.14. State Representatives’ Reports

5.14.1. South Australia

Belinda Liebelt

It has been a relatively quiet year for the SA branch of the Australian Archaeological Association, with few requirements for the State Representative. In January 2014, the SA State Representative put together a submission for the Independent Review of the *State Records Act 1997*, outlining some of the major concerns to archaeologists in the adequate protection and preservation of archival records (and more contemporary records) in a digital age.

Throughout the year, a number of archaeology-related events have taken place in South Australia, and while many of these are not directly connected with the Association, a number of AA Association members have been involved or in attendance. National Archaeology Week was held across Australia in May, and the Flinders University Archaeology Department (FUAD), the Flinders University Archaeology Society (FUAS), the South Australian Archaeology Society (SAAS) and the South Australian Museum hosted a number of South Australian based events to promote archaeology within the state. These events were also held in association with South Australia’s annual history festival, called ‘About Time’, which runs throughout May. Furthermore, the National Archaeology Student Conference (NASC) was held in April at Flinders University this year, attracting a large number of student Association members, and giving these students a chance to present their early research in a supportive environment. More recently, a number of SA Association members have been campaigning to ‘Save the Graves’, as new legislation allows for grave plots to be re-claimed and re-used if the lease is not renewed on expiry.

As always (it seems), South Australian archaeologists and heritage professionals have been watching out for any changes to the *SA Aboriginal Heritage Act 1988* review, a process which began in 2008 and has been ongoing ever since. While last year we were advised that a draft *Aboriginal Heritage Bill 2013* had been prepared and was ready for public consultation, this was revoked and we have had no word since. I encourage all SA Association members and those interested in the protection of Aboriginal heritage to be on the watch for this ever pending announcement, and to make yourselves available for the public consultation (which may be short notice, with only a small window of time) to ensure that your voice is heard regarding this important review.

5.14.2. New South Wales

Alan Williams

In terms of reporting, there has been little activity in NSW this year. The only key task has been the submission of comments on the proposed reform to the National Parks and Wildlife Act 1974 - the legislation protecting and managing cultural heritage in NSW. Our comments were lodged with the Office of Environment & Heritage, Department of Premier and Cabinet in February 2014. I include the comments for tabling at the AGM here. In brief, the reform takes significant direction from the existing Victorian and Queensland Heritage legislation, including the greater delegation of power to Aboriginal people to make decisions in relation to cultural heritage. AAA’s comments were supportive of the reform, but identified key issues with the proposed approach, including a lack of definition of the delegating Aboriginal organisations, and concerns over the funding and costs to implement and manage the new process; we also provided a range of minor changes that would significantly improve the current system, if the reform fails to go ahead.

To date, we have not heard from NSW State government on our comments, nor has there been any further public announcements on the reform.
5.14.3. Western Australia

Jane Skippington and Cheng Yen Loo

Proposed amendments to the *Aboriginal Heritage Act 1972* have been a key issue in the Western Australian archaeological community since 2012 when the Department of Aboriginal Affairs (DAA) released a discussion paper on the subject. In June 2014, the state government released the draft *Aboriginal Heritage Amendment Bill 2014* for public comment prior to its proposed tabling in Parliament. In an accompanying media statement the Aboriginal Affairs Minister Peter Collier said that “This is the first meaningful change to the way we manage the protection of our Aboriginal heritage in 33 years”. Key improvements proposed by the DAA include a much stronger compliance regime with increased penalties, a stronger voice for Aboriginal people, streamlined permit process and increase transparency and accountability.

The call for public consultation resulted in comments from numerous heritage peak bodies, Aboriginal groups, private organisations and individuals including, but not limited to, The Australian Archaeological Association, The Australian Association of Consulting Archaeologists Australia ICOMOS, Aboriginal Areas Protection Authority, The Law Society of Western Australia, Ngarluma Aboriginal Corporation, Kimberly Land Council, Karlka Nyiyaparli Aboriginal Corporation, The Chamber of Minerals, National Trust of Australia, Yamatji Marlapa Aboriginal Community, The Association of Mining and Exploration Companies, and Pilbara Ports Authority.

Some aspects of the draft *Aboriginal Heritage Amendment Bill 2014* were supported by public response. For example, the proposed stronger compliance regime and increased penalties for breaches to legislation generally received favourable commentary. Proposed changes under Section 5 and 7a aimed at providing more practical, consistent and inclusive approach to the assessment and management of Aboriginal heritage has also been welcomed to some extent. However, numerous concerns were also raised particularly by heritage practitioners and members of the Aboriginal community. Noteworthy potential issues include:

1. Aboriginal people may be forced to publically reveal confidential cultural knowledge under the requirement that all cultural heritage sites be listed on the State Governments Aboriginal Sites and Objects Register. Traditional owners, heritage practitioners and native title professionals may face charges and financial penalties for observing cultural confidentiality by withholding information regarding heritage sites;

2. The new role of Chief Executive Officer has considerable decision making power including discretion to protect or disturb heritage sites, make declarations over parcels of land stating that no sites exist and the ability to decide whether existing sites should be removed or remain on Western Australia’s Register of Aboriginal Sites. Placing this responsibility with a single, not necessarily qualified, individual may place that state’s heritage at considerable and unjustified risk resulting in reduced protection of sites;

3. The diminished role of the Aboriginal Cultural Materials Committee (ACMC) in the heritage approvals process and the removal of the requirement for a specialist anthropologist in the committee exclude specialist knowledge, and particularly Aboriginal view points, from the approvals process. This will likely contribute to decreased protection of sites;

4. While commercial proponents will be able to seek the review of decisions, there is no provision for appeals by Aboriginal people; and

5. Ambiguity concerning the assessment of heritage places under Section 5 has not been addressed.
In addition to the public submissions commenting on changes, the draft *Aboriginal Heritage Amendment Bill 2014* has also been the subject of local, state and national media attention. Overall the media coverage has been aligned with the commentary outlined above.

Public meetings open to stakeholders (including Traditional Owners, commercial proponents, government representatives and heritage practitioners) to discuss the proposed changes to the *Aboriginal Heritage Act 1972* were held throughout Western Australia. One such event was hosted on the 26th of September at Yule River by Yamatji Marlpa Aboriginal Corporation (YMAC). The meeting was characterised by opposition to the draft *Aboriginal Heritage Amendment Bill 2014* and included the circulation of a petition appealing to the Legislative Assembly to form a Select Committee to facilitate the development of a new framework to reform the Act in a way that empowers Traditional Owners. YMAC has made a submission to the Minister based on the outcomes of the meeting. Similarly, over 800 people stood in protest in Jarlmadangah at the Kimberley’s largest Indigenous cultural festival on 25 September in a show of unity, to unanimously oppose the amendments.

At the time of writing this report, the draft Bill had not yet been introduced into Parliament and no date for submission had been announced.

In addition to the proposed legislative changes, several interesting research, consultancy and community projects and events were undertaken in Western Australia. Some highlights include:

- The Western Australian Heritage Festival (18 Apr-18 May);
- The Underfloor Archaeology Project (National Trust, UWA)
- The Weld Range Web of Knowledge Project (UWA, Wajarri);
- The Barrow Island Archaeological Project (UWA);
- Historic Gravesites Project – Southwest WA (UWA)
- Rosemary Island Excavations (UWA); and
- Vergulde Draeck Survivors Project (UWA; WAM; Heritage Detection Australia).

Marking a positive for education, The University of Western Australia Faculty of Arts announced the new *Master of Heritage Studies* degree to be offered as part of its post-graduate coursework program from 2015. Two areas of specialisation will be offered: Indigenous Australian Heritage and International Heritage.

### 5.14.4. Australian Capital Territory

*Michelle Langley*

This past year I only received a single (non-junk mail) email enquiring about archaeology in Australia. This email was from an Italian student looking to gain some Australian field experience. She was forwarded to the appropriate sections of the AAA website and given some information regarding the kinds of fieldwork in which she may be able to participate.

I put this lack of enquiries to the ACT representative largely down to the excellent work of the *Canberra Archaeological Society*, who are very active in the Canberra community.
5.14.5. Tasmania

Anne McConnell

One of the main issues in relation to Aboriginal archaeology and cultural heritage in the last year was the Federal Government’s request to the World Heritage Committee to de-list the significant amount of new areas added to Tasmanian Wilderness World Heritage Area (TWWHA) only in late 2013! As this proposal would have put a number of very significant values, including Aboriginal heritage values, at risk, this was a matter of great concern to environmentalists and the Tasmanian Aboriginal community (a number of whom flew to the World Heritage Committee meeting in Doha in mid-2014 to argue for the retention of the new areas). Thankfully the World Heritage Committee rejected the Government’s bid on the basis that the area had not been demonstrated to have lost its outstanding universal values since the larger area was listed.

At present the Tasmanian government is undertaking a review of the Tasmanian Wilderness World Heritage Area Management Plan (1999). The 1999 Plan is an extremely good plan and there are widespread concerns that this review is aimed not only at including the recently added areas, but with facilitating development (largely commercial tourism), within the TWWHA and consequently putting heritage and other values at risk. A significant part of the Aboriginal community, including the Tasmanian Aboriginal Heritage Council and the Tasmanian Aboriginal Centre (TAC) are very unhappy about the poor consultation with the Aboriginal community regarding the identification and management of Aboriginal values in relation to the Plan review. The TAC also wish to pursue the World Heritage Committee’s 2009 recommendation that the TWWHA be assessed for it Aboriginal cultural landscape values, which has still not been done.

The Tasmanian Dual Naming Policy was formally adopted in early-mid 2013, but no place names were established until December 2013. The Policy acknowledges that places were named by Aboriginal people long before the arrival of Europeans, and uses the recovered Tasmanian *pakana kani* language.

The locations which have been dual named under the Policy to date are:

- kanamaluka / River Tamar
- larapuna / Bay of Fires area
- truwana / Cape Barren Island
- takayna / Tarkine
- kunanyi / Mount Wellington
- putalina / Oyster Cove area

In late 2013 new Aboriginal heritage legislation to replace the 1975 *Aboriginal Relics Act* was put before the Tasmanian Parliament. This legislation was the Aboriginal Heritage Protection Bill. While the Bill had some good aspects, it had a number of fundamental flaws and was not generally supported by the Tasmanian Aboriginal community or heritage community. Because of the issues with the Bill and its lack of support, the Bill was not passed, and the current Liberal government have indicated that they will not re-introduce it in its current form. This is good news for Tasmanian Aboriginal heritage, and an opportunity to do better.

Last year I reported on some Tasmanian Aboriginal heritage educational initiatives. The Federally sponsored Aboriginal museums traineeship pilot programme operating at the Tasmanian Museum & Art
Gallery is continuing, and the 18 month TAFE approved course in Aboriginal Heritage and Land Management run by the Tasmanian Aboriginal Centre is now completed and the participants graduated in August this year. It will be interesting to see what this fresh new energetic group achieves in the area of Aboriginal heritage.

Early in 2014, the Tasmanian Aboriginal Land & Sea Council formally handed over it role as the State community heritage organisation to the Tasmanian Aboriginal Centre. TALSC continues to exist, but will concern itself primarily with other matters. As a result, the TAC is now the main Aboriginal community organisation to consult with in relation to Aboriginal heritage matters.

Aboriginal Heritage Tasmania continues to support the current Aboriginal heritage legislation, but is continuing to implement processes that anticipate new legislation. Recent changes are modifications to the Aboriginal site database (TASI) which has now been modified to include a wider range of heritage than sites, and has consequently been renamed the Tasmanian Aboriginal Heritage Register (AHR). Also, as a result, the term “TASI” has been dropped, and from now on the prefix “AH” (Aboriginal heritage) will be used. I understand that there have been other changes, including in streamlining the provision of site data and electronic reports.

Probably as in other states, there has been a downgrading of heritage expertise in State agencies by loss of professional staff. In recent years this has included the non-replacement of the archaeologist position at Heritage Tasmania (while new non-heritage positions have been created), the non-replacement of the Aboriginal Heritage Officer and Senior Archaeologist at the Forest Practices Authority (although Forestry Tasmania does not have this expertise), and the recent loss through redundancy of the one heritage professional at Entura, the consulting arm of Hydro Tasmania (who also do not have professional heritage staff). Over recent years the major consulting firms who employed heritage professionals have all shed these staff. The shedding of heritage staff by consulting firms reflects a significant decrease in heritage consulting projects in the State in recent years.

There is also little Aboriginal heritage research happening in Tasmania at present, although more than some years ago. Research that I am aware of is largely continuing research that I reported on last year – the UNE Lagoons Project which undertook a 2 week research based field school in March 2014 in the Central Plateau-Midlands area, and palaeoenvironmental history research being undertaken by Ian Thomas and others at Lake Tiberius in the Midlands. I understand that some Islands based research is also currently being undertaken by Annie Bickford.

(Note: This report focusses on Aboriginal archaeology and heritage as historical archaeology and heritage matters is covered by ASHA).

5.14.6. Northern Territory

*Malcolm Connolly*

The NT is currently two years into the implementation of the NT Heritage Act 2011. The major change for 2014 has been the change in delegation to manage human remains discovered in the NT. The NT Heritage Branch is now responsible for their day-to-day management and repatriation of human remains. Further, archaeology is be included in the Department of Mines and Energy to in their Environmental Impact Assessments, and Territory Iron has made a commitment to employ archaeologists across their business operations.

Archaeology Week was not held in the NT this year.
5.14.7. Victoria

*John Tunn*

The report from the State Representative for Victoria was not received before the meeting and was delivered directly by John Tunn:

Most activities during the last year are in the context of the Victorian Heritage Amendment Bill. Several suggestions to the proposed amendments to the Act were collected from different organisation, including Indigenous ones, and submitted. The deadline for this was in October and they will be published soon online.

5.15. National Archaeology Week subcommittee

The report from the NAW subcommittee was not received in advance of the meeting and was delivered directly to the AGM by Luke Kirkwood.

The Subcommittee wants to stress that there has been another good year for National Archaeology Week. The activities in 2014 were on the back of the unfortunate passing of Gaye Nayton. The Subcommittee wants to thank AAA for recognising the importance of NAW and all the support that has been received. Most significantly, the website was successfully relaunched and the profile of NAW has significantly improved.

5.16. Discussion arising

Fiona asks the AGM if there is any further discussion arising from the presented reports. There are no further contributions from the floor.

6. Appointment of the Auditor

Ben states that the Treasurers recommend to reappoint the present Auditor, Vincent Crowe.

Alice Gorman asks if the Auditors should be consulted regarding the financial position of the Association. Fiona and Ben clarify, however, that it is not the task of the Auditor to make recommendations regarding the financial viability of the Association, but only to make sure that the books are balanced/in order.

*Motion: The Associations re-appoints the current Auditor, Vincent Crowe. Moved: Fiona, seconded: Ben Smith.*

7. Remuneration of Servants of the Association

There is no remuneration of the servants of the Association to be discussed.

8. Other Business

8.1. Referral of consultants by the President/Executive of the Association (S. J. Nichols)

Steve Nichols raises the issue of the referral of consultants by the AAA Executive Committee or the AAA President. Steve says that there have been referrals from the Executive after it has been approached by different stakeholders/industry, e.g. in Queensland.
Key issues for consideration in this respect by the membership are:

1. **AUTHORITY**

   Is it appropriate for the President/Executive of AAA to refer heritage consultants to proponents?

2. **PROCESS**

   What is the process by which consultants are selected for referral?

3. **TRANSPARENCY**

   Should referral requests received by the Association and the resulting outcomes be reported to the membership?

   **Motion:**

   *That AAA does not consider itself a body that provides recommendations regarding single consultancy companies for specific projects* (moved: Fiona Hook; seconded: Ken Mulvaney)

   *The motion is carried with one contrary vote.*

8.2. **AAA Indigenous Conference Subsidy Scheme (suggested by A. Roberts)**

   **Motion** (moved: F. Hook; seconded: Jo McDonald)

   *To enhance the AAA Indigenous Conference Subsidy Scheme, an optional levy is to be included in the registration fee for the Annual Meeting of the Association.*

   *The motion is carried unanimously.*

8.3. **Request for support for the Archaeohub project/Archaeomeet teachers conference (S. J. Nichols)**

   S. Nichols stresses the importance of this project, but acknowledges the financial difficulties of the Association. Alice Gorman also stresses the importance of this initiative and Jacq Matthews offers support through the social media channels for this project.

   **Motion** (moved: Fiona Hook; seconded: Jo McDonald)

   *The requested contribution should be considered in the next financial year (beginning September 2015) if the financial situation allows it.*

   *The motion is unanimously carried.*

9. **Election of the Members of the Executive and other Office Bearers**

9.1. **Journal Editors**

   The new Journal Editors will be decided after a consultation process organised by the Executive Committee (as per motion above).

9.2. **Australian National Committee for Archaeology Teaching and Learning (ANCATL)**

   Travis Gottschutzke and XXX Mel were elected unopposed.
9.3. Codes of Ethics subcommittee
Richard Fullagar as the Chair of the Ethics Subcommittee has resigned from this post.
Luke Godwin as volunteered to be Chair of the Ethics Subcommittee.

9.4. Student Research Grant Scheme
Ken Mulvaney volunteered to be the Chair of the SRGS.

9.5. Media Liaison Officers
Peter Veth and Liz Vaughn volunteered to be Media liaison officers.

9.6. Student Representatives
Lucia Clayton-Martinez has resigned from the position of Student Representative of the Association. Meg Berry has volunteered to be her successor.

9.7. South Australia Representative
TBC

9.8. Queensland Representative
TBC

9.10. Webmaster
Sam Harper

9.12. Social Media Officer
Brit Asmussen has volunteered to take over from Lynley Wallis.

10. Close of the AGM Meeting
The meeting was closed at 8:15pm.