



Minutes

2018 Annual General Meeting

University of Auckland, Sir Owen G. Glenn Building Room OGGB5, Auckland, New Zealand 1142

Thursday 29 November 2018

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1. Welcome

The 2018 AGM commenced at 5:48 PM, chaired by Dr. Michael Slack. The President welcomed all to the meeting and requested everyone to sign on to the attendance sheet. Also, to save time, members were asked to write any apologies that had been passed onto them on the attendance sheet. In total, 51 AAA members were in attendance for the meeting (a minimum of 20 members are constitutionally required for a quorum).

2. Apologies

Apologies from the 2018 NEC members were received from Sandra Bowdler Kate Morse, Joe Dortch, Kasih Norman, Stephanie Vick, Sam Harper, and Wendy Reynan. Additionally, Caroline Bird, Jim Rhoads, Val Attenbrow, Sean Ulm, Nathan Woolford, Ben Smith, and Kylie Lower offered apologies via email or via members in attendance.

3. Confirmation of the 2017 AAA AGM Minutes

The previous AAA AGM was convened on Thursday 7 December 2017 at the Pullman Melbourne on the Park, 192 Wellington Parade, Melbourne VIC 3002. The minutes of last year’s AGM were pre-circulated by email and made available on the website several months prior to the AGM.

Motion from the Chair:

“I move that the Minutes of the 2017 Annual General Meeting of the Australian Archaeological Association Inc. have been circulated, been taken as read and confirmed.” Motion passed unanimously.

4. Business arising from the previous minutes

Michael Slack noted that unless there is anything from the floor, the business arising from previous minutes would be addressed in the reports. Nothing from the floor was offered to the Chair, and the meeting progressed to the officer reports.

5. Reports

The Chair proposed that only the Treasurers' and Journal editors' reports be read in detail, as all other officer reports have been tabled and distributed to AAA membership prior to the meeting. Annie Ross requested that all reports be briefly outlined to the AAA members in attendance, so they may be given the opportunity to participate in any discussions arising. The reports that follow are the detailed officer reports. Any 'Discussions Arising' from the points outlined in the AGM are tabled for each respective report.

5.1 President

Michael Slack

2018 has been a very busy year to the AAA NEC with both the usual suspects (student grants and subsidies, National Archaeology Week) this year's conference and a number of large submissions to Government taking up a lot of energy from all involved.

The new NEC took over the helm of AAA with the finances in great shape and a strong membership base to start from. We are happy to report this is still the case with the finances looking great and membership at high levels.

In 2018 we faced a number of immediate challenges and longer-term opportunities that I felt AAA should engage in. First of all, immediate work has included a revamp of the 'slightly' dysfunctional website, attempted streamlining of the membership process and attempts to engage better with both members and the wider public through social media, direct emails, and 'old school' approaches of interviews, seminars and activities through National Archaeology Week. We think that whilst more can always be done in these areas, that the last 12 months have seen some positive changes. AAA was also actively engaged in three nominations for National Awards, National Archaeology Week and the Murujuga World Heritage Summit.

On the longer term, the NEC has been actively engaged in a number of exciting opportunities and policy developments. Personally, I have had a leading role in the commencement of the long overdue process of the Association developing its own Reconciliation Action Plan (or RAP). We have established a subcommittee to develop targets and policies, and we now have a strong working document outlining the same. The RAP outlines our commitment to working together with Indigenous peoples and how we will aim towards greater inclusiveness in the future. We now are embarking on a consultation phase of the RAP and plan for workshops throughout Australia during the 2019 National Reconciliation Week and first half of the year. My ultimate aim is that we endorse both the RAP and a formal apology to Indigenous people at the 2019 AAA conference on the Gold Coast.

Allied with our approach to reconciliation are the proposed changes to both the Constitution and to the Code of Ethics that we table at this year's AGM. The NEC strongly recommends the establishment of an Indigenous position on the Executive, and also a student position. At last year's AGM Lara Lamb

proposed the development of a preamble to our Code of Ethics. This is now complete and I commend it to the membership for their endorsement.

The NEC has been very active this year in two further areas of AAA business. We have worked closely with both the National Archaeology Week and ANCATL subcommittees to really reinvigorate programs and proposals in both areas. National Archaeology Week was a success in 2018 and we look forward to developing further ideas with the subcommittee in 2019. This year also saw initiatives by the ANCATL subcommittee under the stewardship of Megan Gigacz and Georgia Roberts, funded by the association, with a benchmarking workshop and proposal for a 'skills passport' being developed. We look forward to assisting with further work in this area.

At the end of 2018 AAA has a number of challenges ahead. We are now a large Association, with issues surrounding continued profitability, the strength of our journal, memberships and relevancy. We have the opportunity to develop much closer collaborative ties with communities and this requires commitment from all members and I seek your engagement particularly with the RAP. We also need to work harder on establishing a strong student base. I see the establishment of a student NEC position as a good start, but we need to be vigilant in keeping memberships and conference attendance for students affordable, and our grants scheme strong and transparent.

AGM Discussions Arising:

There were no queries or discussions offered from the floor.

5.2 Vice President

My general role this year revolved around attending monthly NEC meetings, general correspondence, conference organisation and general mentorship of our new president (where desired).

- I fielded 21 Student Research Grant applications for consideration by the SRG subcommittee.
- I continued to pursue the digitisation of AAA archival materials from the University of Western Australia and Monash University.
 - At the time of writing this report, I am waiting on material from the University of Western Australia and Monash University. The printery at the University of Southern Queensland have agreed to digitise the material for the Association and I have made contact with the National Archive but cannot move forward on that until I know how much material we are asking them to store.
- I have been working on a Code of Ethics Preamble (see below).

Background

At the 2017 AGM, we determined that principal authors of papers will be members of the Association.

Motion: "That at our annual conference and associated activities, that the first presenters/authors of papers and posters are required to be members of the Association, but the committee would be empowered in certain circumstances to waive that requirement that they determined". Moved: Chair. Motion carried unanimously."

This was in relation to a perceived lack of oversight when it comes to conference presenters who make transgressions against the AAA Code of Ethics. Because the Constitution cites membership expulsion in cases where, *'in the opinion of the Committee the member has been guilty of conduct detrimental to the interests of the Association'* (section 32), the stipulation that presenters must be members gives us greater power to enforce our ethical principals in the context of the conference.

I reference the above because part of last year's discussion included the notion that a preamble to the Code of Ethics could be useful, as this gives the Association the opportunity to spell out, upfront, the 'spirit' of the code, as well as the implications of transgressing the code.

"Lara noted that some associations write clear preambles about the principles of the association to their codes of ethics. She suggested that AAA write a clear preamble to add to the code of ethics."

To that end, I have written this preamble (below), and present it for discussion:

Preamble

The Australian Archaeological Association is committed to the highest standards of conduct in archaeological practice. The Code of Ethics identifies a common set of values informing the ethical principles upon which members of the Association base their practice. Ethical responsibilities often exceed legal obligations and are based upon values, principles and conforming practice, as well as adherence to social policy regarding the moral and ethical principles of archaeological practice. The Code of Ethics outlines the manner and method by which members should fulfil their ethical responsibilities to the interest groups with whom they work. In doing so, it does not seek to limit legitimate freedoms but to emphasise that the discharge of obligations detailed herein is crucial to proper practice. Adherence to the Code of Ethics is necessary for the well-being of all groups with whom members engage and vital to the integrity of the archaeological profession. In accepting these ethical principles, members shall endeavour to follow them consistently. Where members transgress the Code of Ethics, they may be subject to disciplinary procedures as defined by Section 32 of the [Constitution](#).

Also for consideration

We currently call Article 1 the 'Forward', a term often used synonymously with 'Preamble', suggesting that we already have a preamble in place; but in this instance I suggest that Article 1 is neither a forward nor a preamble. I propose instead that it could be renamed Article 1 'Principals Relating to Member Conduct' and could also incorporate the 4 points under the current Article 4 'Principals Relating to Conduct'. If there is considerable discussion arising, I propose that the ethics subcommittee be expanded (currently one member, I believe) to consider any changes arising from discussion here tonight.

AGM Discussions Arising:

There were no queries or discussions offered from the floor. However, the topic of the preamble will be tabled and discussed as Item 8 in this AGM.

5.3 Secretary

W. Boone Law

Throughout 2018, my primary role has been to support the NEC with administrative and organisational support. My principal duties were to organise the monthly meetings, distribute meeting agendas, and transcribe/circulate meeting minutes. Meetings were generally the first Thursday of each month, but on a couple of occasions they were rescheduled to increase attendance. For these meetings, I coordinated the Skype conference calls and served as the first point of call for many email queries for the organisation. Email primarily included requests for information about study options for archaeology in Australia and requests to email surveys to membership (which were declined). I total, spent approximately 16 hours a month on AAA administrative tasks and responding to emails.

My first task in taking office was to make sure all officers, representatives, and subcommittee personal had access to official AAA email accounts. In the process, I discovered some accounts had not been accessed for years...this problem was remedied.

There were a number times over the past year that I received and distributed applications for various subcommittees. This included the SRGS applications and the Student/Indigenous Delegate Conference Subsidy. I also took time to assist with organising and writing an *in memorium* for linguist Luise Hercus. It can be found on the AAA web page.

I will be continuing my term in the Secretary position in 2019 and I would like to thank AAA NEC for the opportunity to be continue be involved. I have enjoyed my role in 2018, and I look forward to serving as a more experienced officer in 2019.

AGM Discussions Arising:

There were no queries or discussions offered from the floor.

5.4 Treasurers

Aaron Fogel and Kelsey Lowe

Overview

This report covers the Association's 2017/18 financial year (September 1st 2017 to August 31st 2018) and is the second report prepared by the current Treasurers. All figures provided are derived from audited reports. This is the third year in a row the Association is reporting surplus. In this financial year, we have an audited surplus of \$84,221.94 which is a substantial increase over the 2016/17 surplus.

3 Year Surplus/Deficit Comparison.

	2015/16	2016/17	2017/18	Variation
Total income	\$108,780.28	\$69,799.34	\$151,381.88	\$81,582.54
Total expenditure	\$(89,459.97)	\$(50,274.62)	\$(67,159.94)	\$16,885.32
Operating surplus	\$19,320.31	\$19,524.72	\$84,221.94	\$64,697.22
Retained surplus	\$102,072.65	\$121,392.96	\$140,917.68	\$19,524.72
Total Equity	\$121,392.96	\$140,917.68	\$225,139.62	\$84,221.94

Income

We are reporting a significant income increase of \$84,221.94 in 2017/18. This is a very healthy profit for the Association and firmly places us into financial stability once again. This total was higher than predicted for several reasons discussed in the notes below and is unlikely to be repeated in future years.

3 Year Income Comparison.

	2015/16	2016/17	2017/18	Variation
Conference	\$45,477.21	\$38,487.03	\$58,635.28	\$20,148.25
Gifts and Donations	\$109.61	-	-	-
Journal	\$2,476.60	-	-	-
Journal Royalties	\$5,713.46	\$8,097.32	\$33,201.89	\$25,104.57
Membership Dues	\$53,817.86	\$18,804.55	\$58,879.09	\$40,074.54
Interest	\$1,185.54	\$363.01	\$665.62	\$302.61
Other Income	-	\$4,047.43	-	(4,047.43)
Total income	\$108,780.28	\$69,799.34	\$151,381.88	\$81,582.54

Items to note:

- A substantial conference surplus was realised by the efforts of the organiser, Conference Online and several members of the National Executive Committee (NEC). This figure is artificially inflated by the return of the \$15,000 float held by Conference Online. Previously this money was retained by Conference Online to support the organisation of the following year's conference. As the 2018 conference is in Auckland and since we are not using Conference Online, these funds were returned to AAA.
- Journal Royalties are substantially higher than previous years due to a one-off payment for a Digital Archive of the journal. While it is possible that similar purchases may happen in the future it is not expected to be an annual occurrence.
- 2017/18 is the first reporting year that AAA has realised the full financial benefits of our relationship with Taylor & Francis. Subscription income has returned to a normal level.

Expenditure

We report an increase in expenditure from \$50,274.62 in 2016/17 to \$67,159.94 in 2017/18. Most of this increase is accounted for by the transfer of \$15,099.13 from the Association to our Public Fund.

3 Year Expenses Comparison.

	2015/16	2016/17	2017/18	Variation
ANCATL	-	-	\$(2,670.39)	\$2,670.39
Audit fees	\$(1,500.00)	\$(1,909.09)	\$(1,590.91)	\$(318.18)
Bank fees & charges	\$(1,570.45)	\$(4.82)	\$(1.16)	\$(3.66)
Bookkeeping	\$(343.62)	\$(624.54)	\$(1,179.07)	\$554.53
Conference Prizes	-	-	\$(282.59)	\$282.59
Donations	\$(50,000.00)	-	\$(15,099.13)	\$15,099.13
Insurance & regulatory costs	\$(1,187.26)	\$(2,567.50)	\$(3,083.59)	\$516.09
Journal Production	\$(11,426.29)	-	-	-
Postage & stationary	\$(3,234.81)	-	-	-
SRGS	\$(11,400.00)	\$(14,620.00)	\$(12,773.00)	\$(1847.00)

Journal	\$ (3,495.58)	\$ (28,825.00)	\$ (25,745.00)	\$ (3,080.00)
National Archaeology Week	-	-	\$ (2,082.00)	\$ 2,082.00
Sundry expenses	\$ (494.96)	\$ (623.80)	\$ (721.05)	\$ 97.25
Web & IT	\$ (4,807.00)	\$ (1,099.87)	\$ (1,932.05)	\$ 832.18
Total Expenses	\$ (89,459.97)	\$ (50,274.62)	\$ (67,159.94)	\$ 16,885.32

Items to note:

- Bookkeeping fees are now being fully charged by our bookkeeper after a reduced rate in previous years.
- The Donations value is a single transfer from the Bruce Veitch Fund to our Public Fund.
- SRGS (Student Research Grant Scheme) is slightly lower though all applicants selected by the SRGS committee for funding were fully funded.
- The cost of web and IT were higher due to backend changes necessary for modernising the website.

Assets and liabilities

Current Assets increased for the third year in a row and now stand at \$228,949.47. Net Assets have increased to \$225,139.62. Our Net Assets are the total equity of the Association. This increase in our assets of more than \$84,000 marks a significant improvement in our financial performance. The Association is financially strong once again.

3 Year Balance Sheet Comparison.

	2015/16	2016/17	2017/18	Variation
<u>Current Assets</u>				
CBA Operating Account	\$64,099.28	\$83,881.81	\$37,369.07	\$ (46,512.74)
CBA Savings Account	\$105.24	\$105.24	\$150,496.14	\$150,390.90
PayPal Account	\$4.27	(closed)	(closed)	-
Conference Online Trust	\$15,000.00	\$15,000.00	\$0.00	\$ (15,000)
Bruce Veitch Fund	\$14,593.89	\$14,691.27	(closed)	\$ (14,691.27)
Prize Fund	\$29,727.27	\$29,925.64	\$30,084.26	\$158.62
Public Fund	-	\$5.81	-	\$ (5.81)
Accounts Receivable	-	-	\$11,000.00	\$11,000.00
Cash	-	\$146.00	\$0.00	\$ (146.00)
Total Current Assets	\$123,529.95	\$143,755.77	\$228,949.47	\$85,193.70
<u>Current Liabilities</u>				
GST	\$2,136.99	\$2,838.09	\$3809.85	\$971.76
Total Current Liabilities	\$2,136.99	\$2,838.09	\$3809.85	\$971.76
Net Assets	\$121,392.96	\$140,917.68	\$225,139.62	\$84,221.94
<u>Equity</u>				
Retained surplus	\$102,072.65	\$121,392.96	\$140,917.68	\$19,524.72
Operating surplus	\$19,320.31	\$19,524.72	\$84,221.94	\$64,697.22
Total Equity	\$121,392.96	\$140,917.68	\$225,139.62	\$84,221.94

Items to note:

- Retained earnings have been moved to our Savings Account.
- As we are not using Conference Online for the 2018 conference, we have been collecting sponsorship monies ourselves. This has increased the balance of our Operating Account and constitutes the entire value of our Accounts Receivable.
- The full balance of the Conference Online account was returned to the Association.
- The Bruce Veitch Fund was transferred to our Public Fund and the CBA account is now closed.
- Our only liability is GST.

Looking forward to 2018/19

As has been the policy of the Treasurers for several years, we have continued with the intention of reducing costs as much as possible. Reoccurring monthly and yearly expenditures are now at a point where further reductions are not possible. Our annual costs for running the Association are minimal, known and not increasing significantly.

2017/18 Goal	Status
Ensure no cash flow problems	Accomplished
Increase the amount in our savings account	Accomplished
Maintain strict financial controls	Accomplished
Ensure the viability of the SRGS	Accomplished
Begin assessing safe investment opportunities	In Progress
Transfer remaining funds from the Prize Fund to the Public Fund	Accomplished and In Progress
Work with the NEC and the membership to assess other funding schemes	In Progress

Our robust financial position has allowed for the transfer of the Veitch Fund to the Public Fund and ensuring the viability of the Student Research Grant Scheme. We are currently working with the NEC to finalise the last remaining goals from our previous Annual Report.

2017/18 was our first financial year that we were entirely within the new financial system with Taylor and Francis. From the perspective of the Treasurers, this new system is ideal and working perfectly. This arrangement is providing a stable level of income to run the Association and has provided funds to support the Student Research Grant Scheme, ANCATL and National Archaeology Week.

Our priorities for the forthcoming year, presented in order of importance.

- Maintain strict financial controls.
- Ensure the viability of the Student Research Grant Scheme.
- Continue to assess safe investment opportunities for surplus funds.
- Transfer remaining funds from the Prize Fund to the Public Fund.
- Work with the NEC and the membership to assess other funding schemes the Association may be interested in pursuing as financial health improves.
- Investigate the possibility of shifting the SRGS to the Public Fund.

AGM Discussions Arising:

Peter White asked how much profit did the AAA make on last year’s AAA-Melbourne conference? Aaron Fogel advised that we made \$58,000, but the number is inflated due to a \$15,000 startup cost fee returned from Conference Online. So, in a normal year, out profits would be \$43,000.

Peter White suggested that the profits made from the conference be used to subsidise and reduce costs for students at future conferences. Michael Slack responded that the NEC agrees with Peter, as the AAA is not in the business of making massive profits—we are in the business of staying solvent. Mike advised that the NEC will be meeting to discuss way to reduce costs to students in the future.

5.4 Membership Secretary

Kasih Norman

Current makeup of Membership

Presently, the AAA member base continues to largely comprise full-fee paying non-institutional Australian members (Table 1, Figure 1). The second largest category remains Concessionary members, followed by Full Institutional. Total membership as of 10th October 2018 sits at 504. Final numbers for 2018 will not be resolved until the end of the year, with an expected spike in memberships seen at the AAA Conference in December, as per previous years.

Table 1. Preliminary membership figures as of early October 2018

Membership Type	Membership Numbers
Ordinary Local	299
Ordinary International	9
Concessionary	144
Online-Institutional	0
Full Institutional (Local/International)	37
Life	15
TOTAL	504

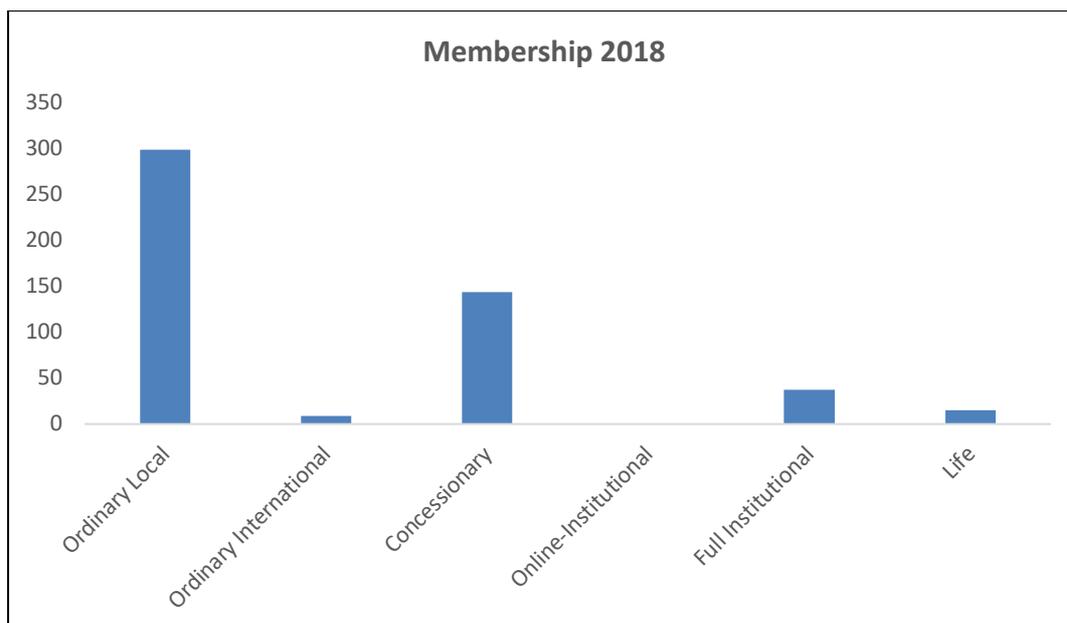


Figure 1. Preliminary membership figures as of early October 2018

Membership – three year trend

At this point there is a gradual decline across full fee paying, non-institutional Australian members from 2016-2018 (Table 2, Figure 2 – Ordinary Local), however this may stabilise by the end of the year. Concessionary members are currently at 2016 levels, and there has been a slight increase in Full Institutional members on both 2016-2017. The remaining categories remain approximate. Evaluation of membership numbers beyond 2016 remains impossible due to inaccuracies in the membership figures prior to this time (see MS Annual Report 2017 and 2016).

Table 2. Membership three-year trend by category

Membership Type	2018*	2017	2016
Ordinary Local	299	350	395
Ordinary International	9	14	4
Concessionary	144	168	142
Online-Institutional	0	0	4
Full Institutional	37	30	33
Life	15	14	14
TOTAL	504	576	588

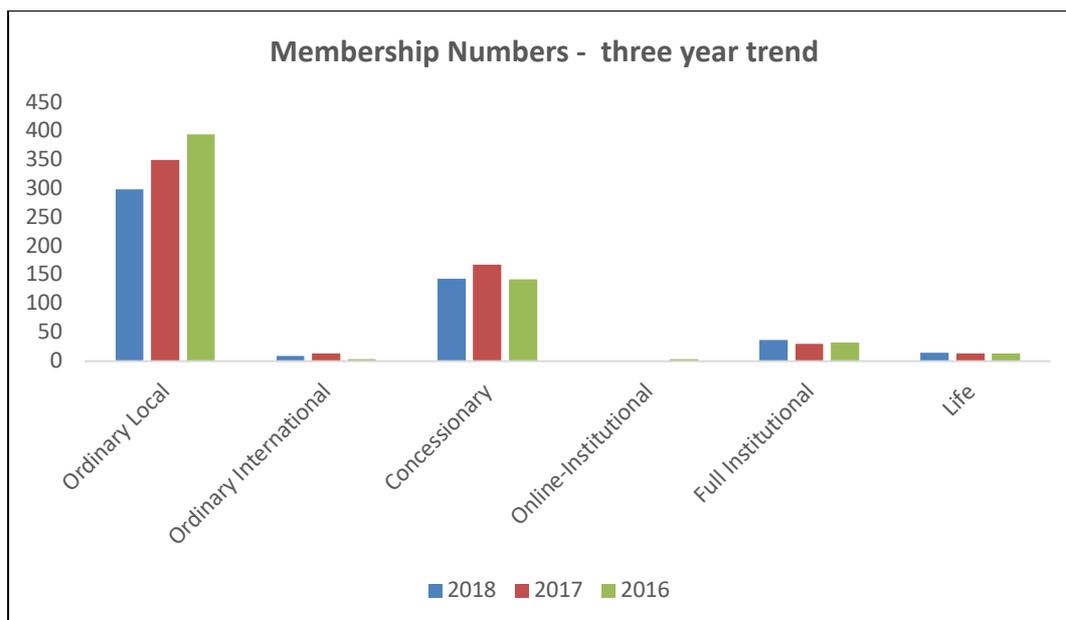


Figure 2. Membership three-year trend by membership categories.

Membership Administration

Taylor and Francis continue to administer the Membership Database, with a secondary database maintained by the MS. Membership access and account creation continues to be a manual task undertaken by the MS.

Marketing

Membership Drives were carried out in March 2018 and again in May 2018 in conjunction with National Archaeology Week. In keeping with the NEC's aim to increase student membership, a targeted campaign was undertaken, with archaeology teaching staff contacted across Australian Universities. This included a short PowerPoint explaining the role of AAA in Australian archaeology, and the benefits AAA brings to its student members. The campaigns were well received, and saw subsequent spikes in renewal of memberships and new memberships, for both full and student membership. It is recommended that targeted campaigns continue into 2019.

AGM Discussions Arising:

Reporting on behalf of Kasih, Michael Slack added that as of 29 November 2018, the updated members are 160 student and 411 normal members.

5.5 Journal Editors

Sandra Bowdler on behalf of the editorial team: Vicky Winton & Kate Morse (Assistant Editors), Jane Balme & Bryce Barker (Consulting Editors)

To start with the good news, we were happily surprised to find *Australian Archaeology* listed as No 9 in a global ranking of archaeology journals this year. (<https://www.scimagojr.com/journalrank.php?category=1204>)

We would like to extend thanks to all our authors and reviewers for contributing to this result. Apart from the high quality and intrinsic interest in all our published papers, we hazard a guess that a lot of international interest has been sparked by our reporting of significant discoveries, such as the world's oldest edge ground axes and the increasingly old dates from northern Australia and our publication of high quality rock art research in which Australia seems to be leading the world.

We would point in particular to our Forum discussion on the dating of Madjedbebe, which canvassed different views of its significance and relevance to related topics like genetics and the dating itself, and resulted in an important contribution from Chris Clarkson addressing and resolving some of the issues raised. We will continue to engage in ongoing issues which concern us all regardless of one's own particular subfield, through the Forum format, editorials and our regular articles and short reports.

Last year's report highlighted a lack of copy over the period 2015-16, resulting in only two issues published in 2017. The other major issue of 2017 was our moving to a completely automated submission system through the publisher Taylor & Francis (Routledge). This year, the number of submissions has increased, but due to various factors which included some glitches in the new system, the second issue was delayed in its appearance. We are hopeful that 2019 will see us more closely approximating our formal schedule, with issue No 1 appearing in April, No 2 in August and No 3 in December.

As mentioned last year, the aim of publishing a themed issue on Contact Rock Art, with guest editors, is realised in issue No 3 this year. A similar themed section is in process for next year, possibly comprising a larger issue devoted to the 2016 conference.

This year also saw the introduction in April of a revamped style sheet, which incorporated up-to-date protocols for reporting radiocarbon and luminescence dating based on advice from experts in the field, whom we gratefully acknowledge (Rachel Wood, Zenobia Jacobs). Having sampled similar style sheets for other archaeological journals, we believe we are leading the way here. We implore all authors, old and new, to ensure they consult this updated version (no 8, April 2018) which may undergo some tweaking in the near future, but should provide the basis for future versions.

https://www.australianarchaeologicalassociation.com.au/wp-content/uploads/2018/04/AA_stylesheet-Version-8-5-April-2018.pdf

The new system allows us to see the frequency of submissions, and other such statistical data, more easily than before. Last year, we reported on submission data 2008 to 2016, showing that the average number of submissions per year was 21 ± 9 (comprising Articles and Short Reports). In 2018, in mid-November, we have 33 such submissions; over a full year period (from Nov 2017) there have been 40, and the frequency seems to be increasing. While this provides us with sufficient copy to keep the journal turning over at three issues per year, it does mean more work for all concerned, and this means for reviewers including Editorial Advisory Board members, as well as the Editorial Team, and as a consequence there is a lengthening in the period in which we can shepherd submissions through the system.

The issue of workload leads me to reflect on the future of Editors for AA from my personal standpoint as current Editor-in-Chief, and let me alert you to the smell of burning martyrs. Being on the Editorial

Team is an extremely time consuming position for all concerned, and I'm sure I don't need to enumerate the many calls on the Editor's time. As someone with no formal teaching or administrative duties I can manage this role, nor do I personally need or want financial emolument. Finding a successor, or joint successors, will not be easy. As I do not intend to continue in this role for another term, that is, after the end of 2019, it would be prudent to begin putting a succession plan into place as soon as possible. We have seen the job through the transition from a self-published journal to that of one published by a multi-national publisher with an "automatic" on-line submission and publishing system, to the point of being almost confident that I know how it works. It has many advantages and some disadvantages, but the main point I wish to make is that it is complex, complicated and often counter-intuitive; it has to be learnt, and unless someone has been in this or a similar situation before with a similar system, they are not going to hit the ground running. Alongside these technical considerations is the need to uphold the current scholarly and editorial standards. I think the Editorial Team and myself can probably start putting out feelers, and indeed encouraging future Editors to put their hands up now, but I also think the position/s need/s to be made more attractive.

Other financial things being equal, I suggest that the Association pays serious consideration to putting aside sums of money to attract future Editors, be they deemed to be half-time, quarter-time or some other fraction, who would then be willing to take on this substantial task. Other emoluments might be considered, such as free membership of the Association. The AA Editorship has always been an honorary position, and some might object strenuously to such a change. There seems to be some uncertainty as to whether this is covered by the association's constitution. I do believe however that it should at least be open to debate, and hope the Association will lend it serious consideration.

AGM Discussions Arising:

Boone Law presented an abbreviated, outlined version of the Journal Editor's report at the AGM.

Michael Slack suggested that in response to a changing editorial team at the end of next year, we should call an extraordinary meeting in the middle of next year to appoint new journal editing team. He also advised that we need to look closely at finding some remuneration for the journal editor role, without adversely impacting the solvency of the organisation.

In recognition of the work required to keep the AA journal published to a high standard, Michael Slack opened the floor to discuss the proposition that \$10,000 be allotted to use for the next journal editing team (2020).

Peter White pointed out that the journal costs \$25k to publish and AAA receives \$33k in sales revenue. He suggests that the \$8k gap is starting point for figuring out how to remunerate the editor... "Keep the journal within the journal," as Peter says. Secondly, he suggests that AA should resist falling into line with Taylor and Francis' style and format. The AA journal should remain unique and adhere to its own editing style and standard.

Motion from Annie Ross:

The members of the AAA urge the editors of the AA to continue to resist any changes from Taylor and Francis to the formatting of the journal. We like the journal the way it is. Michelle Langley seconded the motion. Carried unanimously.

Aaron Fogel spoke to the financial side of the journal. Based on his accounting, \$10k is right around the breakeven point to remunerate an editor and keep the journal solvent.

Michael Slack adds that if we remunerate the editors, the AAA commit to a five-years funding, so they have certainty on the matter.

Motion from the Chair

I put to the floor a motion that \$10,000 per annum is allocated for editorial assistance to AAA for the next five years, subject to annual review by the NEC. The motion carried unanimously.

5.6 Webmasters

Sam Harper and Stephanie Vick

Sam Harper and Stephanie Vick have shared webmaster duties in 2018, with Steph taking a lead role whilst Sam was offline undertaking remote fieldwork and international conferences.

Early in 2018 the NEC, led by incoming President Michael Slack, undertook a comprehensive review of the website. After a few years the current website had become unwieldy – with complex navigation menu's, unused areas of the website (i.e. Forum), and out-of-date sections. This review produced an actions document, which was transformed by the Webmaster's into action list, which has been addressed in order of priority throughout the year. The website is currently less cluttered, and more user-friendly.

In addition to the Webmasters, web developer Paul Heery made some structural changes to the website including reducing the home page banner size, modifying the colour scheme, removing the event calendar from the Home Page (remains in the left banner on all other pages), removing the video from the bottom banner on the Home Page, and updating the Subcommittee Page.

Monthly and ongoing updates to the website largely focusses on content update, including the events calendar, news, jobs, field schools, online thesis abstracts and In Memoriam posts. Basic information for the 2018 Conference was uploaded, with a separate page established for the conference following discussions amongst the NEC around website visibility and sponsorship engagement.

An ongoing issue with the Taylor and Francis portal, relating to proxy servers, which reoccurred from 2017 into 2018 was eventually resolved. This was a serious issue as access to the journal is the key feature of AAA membership, and Taylor and Francis team were variously helpful and unhelpful in resolving this issue as a matter of urgency.

Digital Monopoly continues to provide minor website support, and have dealt with a few minor issues with the website through the year. The website went down only a small number of times this year, far less than in previous years. DM also moved the website to a new server (September). Whilst there were some issues with lost content – these were resolved within a 12hr period by DM.

Looking to the future, we envision continued frequent content updates for news, events, jobs, field school's and other opportunities relevant to the Australian Archaeological Association. We welcome feedback on the website, as it can benefit the members.

AGM Discussions Arising:

Boone Law presented an outlined version of the Webmasters report, noting that Sam Harper is stepping down and Stephanie Vick will be shifting to another NEC role as Membership Secretary. There were no queries or discussions offered from the floor.

5.7 Public Fund

Fiona Hook

Public Fund Accounts

As at 30 August the Public Fund account has \$64,860.29 CR. The account was opened on the 1 September 2017 with \$50,091.16 CR. The roughly \$15k increase is due a donation from the Bruce Veitch fund, which was deposited into the Public Fund this year. We are currently awaiting our auditors to complete their audit for submission to ORIC.

No additional funds have been added as we develop the operating documents and the committee organisation.

Proposed Fund Management Administration Structure

Fund Administration

The fund will be administered by a management a subcommittee, the majority of whom, because of their tenure of some public office or their professional standing, have an underlying community responsibility, as distinct from obligations solely in regard to the cultural objectives of Australian Archaeological Association.

The subcommittee will be comprised of two past vice-presidents and a past treasurer. Their term is 5 years on the Public Fund subcommittee.

The subcommittee will have a chair who reports directly to the President.

The subcommittee will provide written quarterly reports on the activity of the fund.

The subcommittee will prepare a fund allocation application for submission to the NEC as required.

The allocation of public funds will require the written approval of the NEC to the subcommittee chair.

Proposed Operational Document

Australian Archaeological Association - Public Fund Governing Rules

ROCO Minimum requirements

The Association will establish and maintain a public fund.

Donations will be deposited into the public fund listed on the Register of Cultural Organisations. These monies will be kept separate from other funds of the Association and will only be used to further the principal purpose of the Association. Investment of monies in this fund will be made in accordance with guidelines for public funds as specified by the Australian Taxation Office.

The fund will be administered by a management committee or a subcommittee of the management committee, the majority of whom, because of their tenure of some public office or their professional standing, have an underlying community responsibility, as distinct from obligations solely in regard to the cultural objectives of [name of organisation].

No monies/assets in this fund will be distributed to members or office bearers of the Association, except as reimbursement of out-of-pocket expenses incurred on behalf of the fund or proper remuneration for administrative services.

The Department responsible for the administration of the Register of Cultural Organisations will be notified of any proposed amendments or alterations to provisions for the public fund, to assess the effect of any amendments on the public fund's continuing Deductible Gift Recipient status.

Receipts for gifts to the public fund must state:

- the name of the public fund and that the receipt is for a gift made to the public fund;
- the Australian Business Number of the company;
- the fact that the receipt is for a gift; and
- any other matter required to be included on the receipt pursuant to the requirements of the *Income Tax Assessment Act 1997*.

The company must comply with any rules that the Treasurer or the Minister for the Arts make to ensure that gifts made to the public fund will only be used for the company's principal purpose. The company must provide to the Department statistical information on the gifts made to the public fund every 6 months.

Winding-up clause

If upon the winding-up or dissolution of the public fund listed on the Register of Cultural Organisations, there remains after satisfaction of all its debts and liabilities, any property or funds, the property or funds shall not be paid to or distributed among its members, but shall be given or transferred to some other fund, authority or institution having objects similar to the objects of this public fund, and whose rules shall prohibit the distribution of its or their income among its or their members, such fund, authority or institution to be eligible for tax deductibility of donations under Subdivision 30-B, section 30-100, of the *Income Tax Assessment Act 1997* and listed on the Register of Cultural Organisations maintained under the Act.

Draft Rules

Objects of the fund

The AAA Public Fund supports individuals to promote deeper understanding, protection and awareness of Australian moveable archaeological heritage and the archaeological arts of Indigenous Australians. Typically, we support educators, Indigenous people, researchers, students, museum and heritage workers. We acknowledge outstanding contributions to the promotion of archaeology in Australia through annual awards.

Management of the Fund

The fund is to be managed by Responsible persons defined by the ATO— Professional persons.

Gifts and deductible contributions to the fund be kept separate from any other funds of an organisation; that is, a separate financial institution account and clear accounting procedures are required.

All gifts and deductible contributions and interest accruing thereon, be credited to and kept in this fund. (Note: Sponsorships which are usually payments by a business in exchange for promotional or advertising services, do not constitute donations and should not be credited to the public fund).

The fund must not receive any other money or property (e.g. grant payments should not be placed in the fund).

Dissolution of the Public Fund

In the event of the fund being wound up or dissolved, any surplus assets remaining after the payment of the fund's liabilities shall be transferred to another fund, authority or institution, which has similar objects, and to which income tax deductible gifts can be made.

Receipts

NB - Including a rule covering receipts in your fund's governing rules is part of providing a framework to ensure that property and money donated to the fund is used for the purpose it was donated.

To ensure tax deductibility of donations, receipts issued in the name of the fund must contain the following elements:

- Australian Business Number;
- date the donation was received;
- name of the organisation;
- name of the fund;
- signature of a person authorised to act on behalf of the fund;
- name of the donor;
- type of donation (money or property) and value; and
- indication that the fund is listed on the Register of Cultural Organisations maintained under Subdivision 30-B of the *Income Tax Assessment Act 1997*.

If the organisation issues a receipt for a deductible contribution in relation to an eligible fundraising event, there are further requirements. Please refer to the Australian Taxation Office publication

Reporting

Within 21 days of the end of the two six-month periods, January to June and July to December, a registered organisation must provide the ROCO with information on all the tax deductible donations it has received.

This information can be provided via a completed Statistical Return of Donations form and sent to the Department by mail, facsimile or email. A sample of this form is at Appendix Four of this guide. An electronic version can be downloaded from the Department's website at www.arts.gov.au/roco or a hard copy obtained by contacting the Department.

Organisations are required to provide the Department with a 'nil return' if no donations are received within the above periods. Advice of a 'nil return' may be provided by phone.

AGM Discussions Arising:

Aaron Fogel presented an abbreviated report on the Public Fund. Fiona Hook added that the Public Fund members will be working with the NEC to see how to best move forward with the Public Fund in 2019. Ben Smith will be stepping down from the public fund. Fiona Hook, Jo McDonald, and Mick Morrison will become the public fund members for 2019.

5.8 Social Media

Elspeth McKenzie and Chris Urwin

In 2018 AAA has continued to maintain two social media accounts, a Facebook page and a Twitter account. These accounts have been used to share a range of posts with a focus on heritage news from Australia and announcements from AAA itself. These accounts aim to promote archaeological news and ensure that our members have access to relevant news and updates.

Throughout 2018 we have had continued rises in our social media audiences on both platforms. At the time of writing (mid-October) the AAA FB page had 9771 likers (individual FB users connected to our page), this is up from 8754 in November 2017 (a 12% increase over the past 11 months). The audience for AAA's twitter account has also risen to 2631 followers (individual twitter users who follow our account), which is up from the 2379 we had in November 2017 (an 11% increase over the past 11 months).

From December 2017 until the end of September 2018 we have shared 768 posts on FB and 760 posts on Twitter. This is significantly higher than last year's posting levels. On average, our FB posts reach 2880 individuals which is up from 2668 individuals last year. Our twitter posts on average garner 563 impressions on average with substantial variation in reach seen when particularly controversial or significant news items are shared. This is down from the average 765 impressions per post seen in 2017.

Table 1 summarises out top 10 posts on both social media accounts across the year to date, which highlights the range of content shared on these accounts.

Both social media officers would like to continue in their roles and re-nominate at the 2018 AGM.

Table 1 Summary of AAA's Top 10 Posts for 2018 on FB and Twitter accounts. Note that audience numbers, platform algorithms and statistics are different so 'reach' and 'impressions' should not be directly compared.

AAA FB Post Summaries	FB Reach	AAA Twitter Post Summaries	Twitter Impressions
How unearthing Queensland's 'native police' camps gives us a window onto colonial violence. 'Our archaeological work is revealing the day-to-day livelihoods that underpinned the chilling work of these police'. http://ow.ly/F4Tc30IGJC2 #ozarch /cu	18,999	An interesting article on reinterpreting heritage. Poet Michael Rosen to write works inspired by grave goods stored at the British Museum #heritagematters https://t.co/vHyG4IO63k /cu	4,918
A Conversation piece on what's changed in the 50 years since the anthropologist WEH Stanner gave the 1968 Boyer Lecture on the 'Great Australian Silence' - a watershed moment for Australian history http://ow.ly/hp4D30lih8u /em	16,847	The University of Queensland is advertising four PhD opportunities in archaeological science in 2018 https://t.co/8SST0VoWT6 #austarchaeology /em	3,764
Rome's subway project keeps digging up archaeological marvels. 'For archaeologists, the excavation of Rome's newest subway line has been the gift that keeps on giving'. http://ow.ly/yDiI30iQksg	11,686	Archaeologists excavating a cave in South Korea have found evidence that suggests human beings were using nets to catch fish as far back as 29,000 years ago, much earlier than experts previously thought. https://t.co/OgqFI4CuyM #archaeology /cu	2,964
A heatwave in the UK has exposed the remains of an ornate 17th Century garden design at	10,616	What the archaeology of night reveals. Studying ancient peoples' nocturnal lives	2,786

Derbyshire's Chatsworth House. http://ow.ly/AVQ230l8MD0 #heritagematters /cu		shows us why we should begin working to reclaim the darkness. https://t.co/pZHZNHuuGn #archaeology /cu	
Move Over, 'Tomb Raider': Here Are 11 Pioneering Women Archaeologists. http://ow.ly/WMpW30j98AS #archaeology /cu	10,183	Island-hopping study shows the most likely route the first people took to Australia. https://t.co/c3yhyYzw4u #ozarch /cu	2,636
Off the coast of the Black Sea in the Mykolaiv region, archaeologists have discovered a sunken ancient Greek shipwreck dating back more than 2.5 thousand years. http://ow.ly/OELX30lICVv #maritimearchaeology /cu	10,160	If you haven't already seen it, check out the Anzac Gallipoli Archaeological Database (AGAD), a digital archive of the results of five seasons of archaeological survey of the WW1 battlefield by the Joint Historical-Archaeological Survey https://t.co/dTp5raapsW #archaeology /em	2,608
Sounds tasty! Archaeologists Find 3,200-Year-Old Cheese in an Egyptian Tomb. http://ow.ly/Z0be30lrj1N #archaeology /cu	9,444	MH370 search reveals clues to 19th century shipwreck mysteries. Unprecedented search operation leads to discovery of two vessels that sank south-west of Australia. https://t.co/FYebZni6K8 #maritimearchaeology /cu	2,577
Popular culture has reinforced these stereotypes but new artefacts on display at the Melbourne Museum's latest exhibition Vikings: Beyond the Legend have debunked some common myths. http://ow.ly/1MRv30j98oB #museums /cu	9,252	The historic Mittagong Maltings site has been nominated for NSW State Heritage significance https://t.co/RZkmak6C5i #heritagematters /em	2,448
New evidence shows that people have lived inland in Western Australia for more than 50,000 years. That's 10,000 years earlier than previously known for Australian deserts. http://ow.ly/2Pqh30lUtYA #archaeology /cu	8,988	Mungo Man: what to do next with Australia's oldest human remains? Following this week's @AustralianStory on the topic, here's a write-up of the #archaeology and #repatriation of Mungo Man. https://t.co/AKFWbd9ekV /cu https://t.co/eckfygVCMz	2,264
Researchers say they have found the world's oldest brewery, with residue of 13,000-year-old beer, in a prehistoric cave near Haifa in Israel. http://ow.ly/1aFc30lQo6W #archaeology /cu	8,968	An article about curating and communicating Aboriginal culture and heritage. 'The curatorial group comprised both Anangu and Yanangu men and women (the true knowledge-holders) along with museum curators, academics and others.' https://t.co/lwMtoC8aDa #heritagematters /cu	2,228

AGM Discussions Arising:

Motion from the Chair:

The Social Media report is detailed, and if members are interested in the social media report, I move that they refer to the tabled EOY officer reports distributed to membership. Motion carried unanimously.

There were no queries or discussions offered from the floor.

5.9 Media Liaison

Annie Ross and Megan Gigacz

Nothing to report on this year.

AGM Discussions Arising

Michael Slack pointed out that the Media Liaison officer has had very little practical work or role to play on the NEC for some time, so we will be proposing this role is removed from the NEC. Should the need arise for a Media Liaison-type role, the President can nominate an expert in AAA to serve as a Media Liaison-type role on an ad-hoc basis.

Annabelle Davis made a comment that maybe the Media Liaison role should get a re-vamped profile to deal with important issues regarding heritage legislation and to bring attention to hot spot areas in the country.

Annie Ross responded that nowadays individuals dealing with these hot-spot heritage areas are the ones typically involved with the media. There has not been a need for AAA to be involved, and besides our voice is typically delayed or drowned out by others in the media. Our role is only as a backup to the heritage professionals serving as media liaison. The AAA hasn't needed a Media Officer for three years.

Michael Slack reinforced that the NEC will co-opt people to serve in this kind of role, and this is a faster a more efficient way to respond to an issue.

Michael Westway suggested that we contact The Conversation to start a relationship with the AAA.

Jo McDonald, Annie Ross, and Claire Smith responded that the universities have a relationship with The Conversation already, so it would be easier to co-op a member to respond for the AAA, if required.

Motion from the Chair

The AAA will work without a Media Liaison officer this next year, and if it is determined that association has a need for the role, this will be addressed at the next NEC meeting. Motion carried: unanimously.

5.10 Indigenous Liaison

Christopher Wilson and Sharon Hodgetts

Nothing to report on this year.

AGM Discussions Arising

Chris Wilson has been speaking with Michael Slack about raising the profile of the Indigenous Liaison role to an Indigenous Officer (with NEC voting right). Michael and Chris see the Indigenous position becoming central to the NEC, and it is also an important part of the proposed Reconciliation Action Plan. This will be visited in Item 7 of this AGM agenda.

5.11 State reports

5.11.1 New South Wales

Alan Williams

In tandem with AACAI and AICOMOS, we have been identified as a ‘targeted’ stakeholder by NSW Office of Environment and Heritage (OEH) in its reform of the National Parks and Wildlife Act 1974. We have undertaken various meetings over the last 6-12 months with the OEH policy team, and provide input where required. This included developing and distributing a survey for our members to provide feedback on the existing system, and where it may be improved. We have received a summary of the results of this survey, which we will distribute to the members early next year.

The proposed reform package has recently been released, and despite above, does not appear to have changed significantly since we were first invited to discuss it early in 2017. There still seems extensive uncertainty on how the Act would function, with elements of both the Victorian and Queensland processes hinted at in the documentation. It appears to consist of local Aboriginal committees of unknown size and covering unknown spatial areas, and working from yet to be developed maps of cultural value as the ‘consent authority’ for future development processes. An overarching State committee also has a significant role in this process. At this stage, OEH are suggesting a bill before NSW parliament imminently, with a 2-3 year implementation timeframe. A range of presentations and workshops have occurred, and are still occurring around the State. Comments on the reform – which I strongly recommend all members provide – are being sought by mid December 2017.

We have fielded a few public enquiries over the year. Most recently, these included concerns over the archaeological investigations as part of the Windsor Bridge Replacement Project by a member of the ‘Community Action for Windsor Bridge (CAWB)’. A range of questions were made in relation to the nature and methods of the work. Due to existing conflict of interest by the NSW State Representative (Alan Williams being involved in the project), these queries were fielded by the AAA Executive, who directed the member to existing public documentation on the project. A range of archaeological documentation on this project is about to be released imminently by the NSW Department of Planning and Environment, and a poster on the works is available at the AAA conference.

5.11.2 Western Australia

Wendy Reynen

2018 has been a busy year for WA. The Murujuga World Heritage Summit was held in August in Karratha, convened by the University of Western Australia, Murujuga Aboriginal Corporation and Rio Tinto. This summit brought together Traditional Custodians and interested stakeholders to discuss the World Heritage listing of the Dampier Archipelago. In late August a landmark agreement to begin the process of the World Heritage listing was signed by the WA government and Murujuga Aboriginal Corporation.

The interdisciplinary Southern Deserts 5 conference was held in regional Karratha after the World Heritage Summit and was a great success, involving Australian and international researchers and local community members.

The *WA Aboriginal Heritage Act 1972* review and reform is ongoing. Reform submissions are currently available to view on the Department of Planning Lands and Heritage website.

The WA state rep inbox has had several emails this year from Australian and overseas students/archaeologists wanting information on studying archaeology and job prospects. There were no other matters arising for 2018.

5.11.3 Tasmania

Anne McConnell

No report submitted.

5.11.4 Victoria

Jacqui Turney

Archaeologists working in Victoria should already be aware of some legislative changes that have occurred in the last 12 months. The updated *Heritage Act 2017* came into force in November 2017, replacing the *Heritage Act 1995*. This Act is primarily responsible for the identification and management of heritage places and objects of State significance, historical archaeological sites and maritime heritage. Some of the key changes to the Act include:

- Greater role for local government in permit processes
- Changes to heritage nomination process, allowing rejection and review
- More selective inclusion of significant sites on the Heritage Inventory, limited to those 75 years of age or older (rather than 50 years)
- Increase of maximum penalties for unauthorised works
- New compliance and enforcement tools
- New membership categories for the Heritage Council to increase its expertise

Additionally, the updated *Aboriginal Heritage Regulations 2018* were implemented in May. These replace the 2007 version, which sunset after 10 years. The Regulations give effect to the *Aboriginal Heritage Act 2006*, which protects Aboriginal cultural heritage in Victoria. The updated Regulations define additional areas of Aboriginal cultural heritage sensitivity and new high impact activities, as well as updating the prescribed fees associated with the preparation and implementation of Cultural Heritage Management Plans and similar.

Of general interest, Victoria's biggest ever archaeological excavation is currently underway in Melbourne's CBD. Actually a series of excavations, these are associated with the new rail tunnel project, the Metro Tunnel, being implemented by the State Government. The project has received coverage from traditional and social media, and includes significant public engagement – see <https://metrotunnel.vic.gov.au/about-the-project/archaeology-and-heritage>.

Of more specific interest to AAA members, an inquiry was received in May from a representative of the Melbourne Convention Bureau (a partnership between the State Government, Melbourne City Council and private enterprise) as to whether the AAA would be willing to endorse a bid to host the World Archaeology Congress in Melbourne in 2024. This inquiry was passed on to the AAA Executive for further discussion.

5.11.5 Queensland

Rosalie Neve

Reading the Australian Government, Department of the Environment and Energy's *Quinkan Country* National Heritage List inscription (dated 10 November 2018) today as I report on my final year as the Queensland State representative to AAA brings mixed emotions. It is heart-warming to see the culmination of all the hard work by many over a number of years and congratulations to all who contributed to the success. It is also tinged with a little sadness when I note I have been so busy this year with my own life that I was totally unaware of the progress of the listing until today when I checked the status online. Our QLD members deserve engaged and available representation. It was therefore time for me to vacate the position.

I would like to thank all those who assisted me over my time in the QLD representative role and I look forward to welcoming our new state representative.

5.11.6 South Australia

Jordan Ralph

No report submitted.

5.11.7 Northern Territory

Malcolm Connolly

Advised that there is nothing to report for this past year.

5.11.8 Australian Capital Territory

Vacant

No report submitted.

AGM Discussions Arising:

Motion from the Chair:

The State Representative Reports are detailed, and if members are interested in the state reports, I move that they refer to the tabled EOY officer reports distributed to membership. Motion carried unanimously.

There were no queries or discussions offered from the floor.

5.12 Student Representatives

Agata M.C. Calabrese and Ana Paula Motta

At the end of the 2017 Carly Monks and Rebekah Hawkins stepped down from their role as Student Representatives. To cover this position two PhD students were chosen: Agata M.C. Calabrese from Sydney University and Ana Paula Motta from the University of Western Australia. From early January, we were honoured to be part of the largest archaeological association in Australia and be able to assist students with an interest in archaeology. We wish to thank all the AAA committee members for this wonderful opportunity that has been given to us, and the previous Student Representatives who were

very helpful during this academic year. We hope to transmit our passion for archaeology to current/prospective students across Australia.

Early in the year, we collaborated with the dissemination of the **Student Grant Scheme**. This grant scheme enables Honours, Masters, and PhD students working within the Australasian region to apply for funding for their research. This year, a maximum of \$750 was awarded to Honours or Master students by coursework, \$1200 to Master students by research, and \$1800 to PhD students. One of the main topics discussed during the AGM hosted in Melbourne during the 2017 AAA Conference was the possibility of narrowing down the eligible study areas covered by this scheme. As a result, students at Australian Universities working within the larger Australasian Region can now apply for this funding.

We were also involved in the organisation of a number of archaeological events which we shared via the social media pages. Among these events was the **National Archaeology Week** in May. Michael Slack delivered a talk on the future of Archaeology at the University of Western Australia, organised in conjunction with Ana Paula Motta and Martin Porr (convenors of the UWA Archaeology Seminar Series). Then in August, with Agata M.C. Calabrese as a member of the organising committee, we collaborated with the **National Archaeology Student Conference 2018 (NASC)** held by students of the University of Sydney, between 24th-26th August 2018. NASC provides the opportunity for early career archaeology students from across Australia to present their research. A range of topics from Australasia, the Mediterranean, Egypt and West Asia were presented showing the breadth of topics. For this reason, we hope that NASC will continue to be organised in the future.

In terms of direct communication with the students, this has been a relatively quiet year for the student representatives; only a few **emails** were received: one related to excavation opportunities in Peru and the other one related to delays in AAA Membership processing. We continue to update the 'Student Members of the Australian Archaeological Association' **Facebook** page with research, internship, job and excavation opportunities. The Facebook page, so far, has close to 900 followers and this is an important achievement as our posts are able to reach a large number of students across Australia. However, we hope to increase the interaction with the students and between AAA members for the upcoming academic year.

AGM Discussions Arising:

Motion from the Chair:

The Student Reports are detailed, and if members are interested in the student reports, I move that they refer to the tabled EOY officer reports distributed to membership. Motion carried unanimously.

There were no queries or discussions offered from the floor.

5.13 Subcommittees

5.12.1 Australian National Committee for Archaeology Teaching and Learning (ANCATL)

Georgia Roberts and Melissa Marshall

Over the last few years ANCATL has been working towards a reinvigorated presence within the Australian archaeological community and this year we have commenced several long-term projects which we hope will form the basis for an effective learning ecosystem into the future.

The shortcomings of archaeology graduates for a life beyond the classroom are certainly not a new

concept and have been discussed in detail within the Australian context over the last 20 years within the AAA forum. What we have sought to develop is an approach which targets those needs from several angles – from students, from industry and through professional development. We are nearing completion of a fully revised and updated version of *Benchmarking for archaeology honours degrees in Australian universities* (Beck and Clarke, 2008). To complement this university strand, we are developing an Australian version of the *Archaeological Skills Passport*, the UK initiative providing archaeology practitioners a way of formally documenting their industry and research experience. This will build on the results of the longitudinal *Profiling the Profession* surveys (Mate and Ulm, 2016; Ulm et al., 2013, 2005). Finally, we have been developing a database of professional development opportunities across various disciplines within Australian archaeology.

Details of each of these initiatives are provided below as well as ways in which the broader Australian Archaeological community can get involved. ANCATL will be presenting both a paper and poster on these projects at AAA 2018, so please come along and see us if you would like to find out more.

1. *Benchmarking for archaeology honours degrees in Australian universities (2019)*

The archaeology benchmark forms a nationally-agreed education standard which is widely and publicly disseminated (Beck and Clarke, 2008). The original 2008 benchmarking document was written by a group of archaeology teaching professionals in association with extensive consultation within the broader archaeological community. The document focused on the four-year archaeology honours degree which was and continues to be the minimum education standard for entry into industry and postgraduate study. The benchmark defines the range of knowledge, skills and understandings Honours graduates in archaeology can be expected to possess and outlines potential employment areas (Beck and Clarke, 2008).

The 2018 edition contains updated terminology, incorporates ongoing industry concerns and has been expanded to incorporate specific skills for AQF level 7 (undergraduate) and AQF level 8/9 (Honours, Graduate Certificate, Master's Degrees), recognising the increasingly diverse paths into the discipline. We plan to release a draft document for consultative review early in 2019 with printed versions of the final document available at AAA 2019.

2. *Development and Implementation of an Australian Archaeological Skills Passport*

In June 2018 ANCATL began working on an Australian version of the Archaeological Skills Passport (<http://www.archaeologyskills.co.uk/>) (Figure 1). The scheme is based on the highly successful British model run through BAJR (the British Archaeological Jobs Resource) which, since its development in 2008, has been adopted in all but three UK archaeology departments. The Archaeological Skills Passport allows for the documentation of training in specific skills during both study and working life. The passport is not an accreditation scheme, but is rather a way to provide direct reference signatories for individual skill capabilities. The UK passport has been developed around core, secondary and tertiary level skills identified as being essential to the study and practice of archaeology in Britain (Table 1). Each of these skills is accompanied by an online open-source PDF resource manual. We have been in contact with the scheme's founder David Connolly who is very supportive of our interest in developing an Australian version.

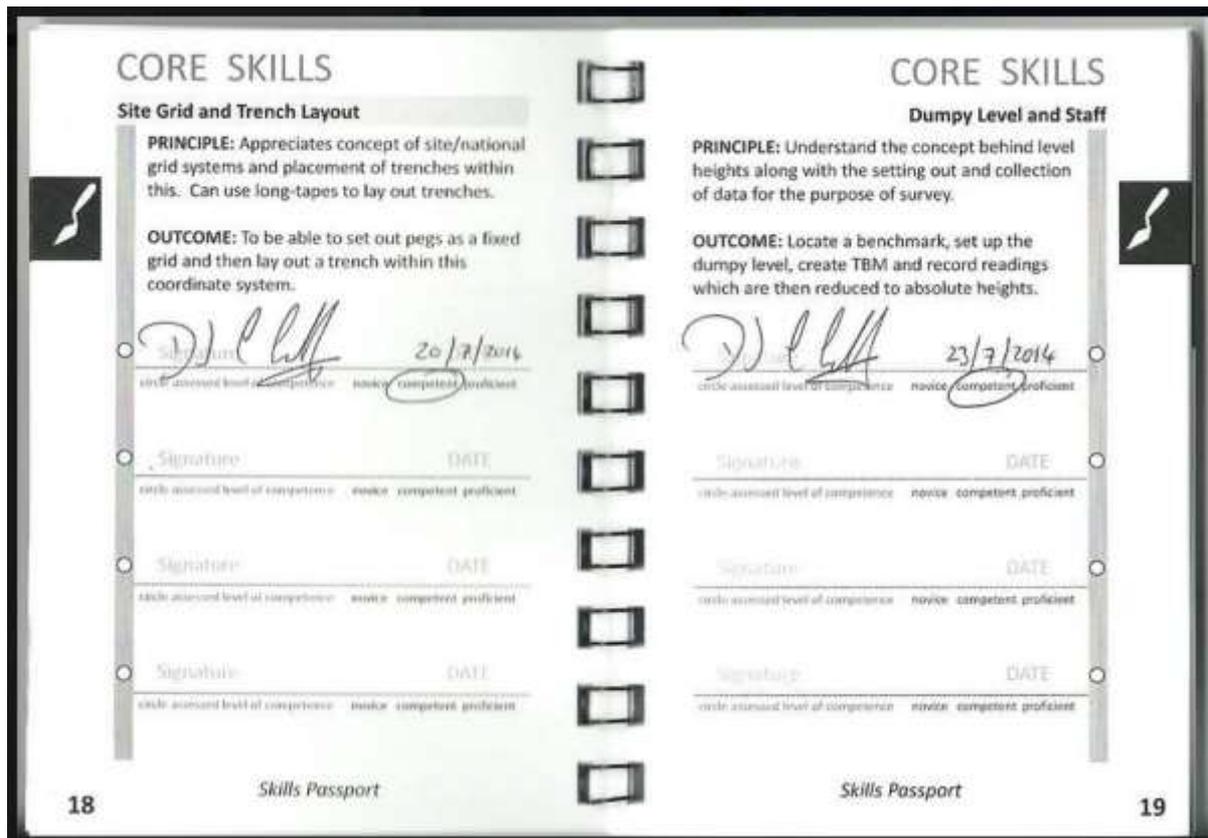


Figure 1: An example of pages from the UK passport (scale approximately 1:1).

Table 1: Skills highlighted within the UK passport.

Core skills	Secondary skills	Tertiary skills
The use of hand tools	Total station	Report and article writing
Site formation processes	Geophysics	Illustration and graphics
Stratigraphic excavation	Surface surveys	Public outreach
Context sheet recording	Environmental processing	Heritage legislation
Site photography	Finds processing	
Site grid trench layout	GIS and data management	
Artefact recovery, recording and storage	Data entry and archiving	
Dumpy and staff	Excavating and lifting skeletons	
Planning		
Section drawing		
Collecting samples		
Site safety		

The passport works on the basis of skills experience being signed off by senior staff who have directly supervised the individual in that activity. Signatories can come from a range of contexts, including senior industry staff, university lecturers and experienced consultants. We have decided to move away from the existing UK terminology of skills classification which invokes issues of certified competence (novice, competent, or proficient). Instead we propose categories which simply identify whether a person can do a task under “Constant supervision”, “Moderate supervision”, or with “No supervision”.

Lecturers would not be expected to be signing off much beyond a 'constant supervision' level (maybe occasionally 'moderate supervision') as students do not typically leave an undergraduate degree with significant practical or field experience.

THE AUSTRALIAN VERSION

Our proposal is to (1) modify the existing UK model to better suit an Australian context (Table 2), (2) update some of the existing skills and to also (3) develop new online resource material over time. We have currently completed item (1) with (2) and (3) under development. Group A skills identify those skills essential to the practise of archaeology within Australia. These are skills typically expected of a graduate or recent graduate. Group B skills identify those which complement and extend the core skills. We have worked to ensure that the Australian passport incorporates the list of critical skills shortages identified through the Profiling the Profession surveys, ensuring that these are adequately addressed into the future. Group B laboratory skills are the skill gaps common across all primary subject focus areas (Indigenous, Historical, Maritime and Classical) in order of reported frequency (Ulm et al 2013) (excluding sample processing). The section on Continued Professional Development Skills will be in a separate section at the back of the passport. While the UK version is primarily designed for use by archaeology students, the Australian version will be targeted at students, graduates, Traditional Owners and interested members of the public, serving as a personal register of skills experience for those both within and outside the tertiary education context. Through providing a means for the independent assessment and recording of critical skills capabilities, students, Traditional Owners and practitioners are able to track their skills development in a personal and professional context. We hope that the passport will also play an important role in assisting in student course and field experience selection, highlighting the critical skills required within the profession and areas needing further development at an individual level. In the long-term, we aim to have an online open-source component to the passport, including manuals and short videos. This would be further complemented by a more strategic approach to the development of nation-wide professional development opportunities through the participation of other archaeological organisations potentially including AACAI, ASHA, AIMA and CABAH. The online content would also enable greater access to archaeological knowledge within the broader community including opportunities for Traditional Owners, students and interested members of the public to further develop their skills and interests without needing to travel to attend masterclasses.

Table 2: Australian Archaeological Skills Passport skills checklist

<p>GROUP A SKILLS</p> <p>Principles and techniques of excavation and survey</p> <p>Principles of excavation</p> <p>The use of excavation hand tools</p> <p>Site grid trench layout</p> <p>Site formation processes</p> <p>Site plans</p> <p>Section drawing</p> <p>Sample collection procedures and processing</p> <p>Artefact recovery, cataloguing and storage</p> <p>Principles of field survey</p> <p>Field recording</p> <p>Awareness of site types and distribution</p> <p>Built heritage survey</p> <p>Site safety</p> <p>Field Skills and technical equipment</p> <p>Map Reading</p> <p>GPS</p> <p>Dumpy and staff</p> <p>Total station</p> <p>Photography</p> <p>Stone artefact identification</p> <p>Data entry and archiving</p> <p>Professional Skills</p> <p>Working knowledge of relevant legislation</p> <p>Desktop assessment</p> <p>Collaboration</p> <p>Stakeholder engagement</p> <p>Cultural awareness</p> <p>Working knowledge of laboratory samples and processing</p> <p>Analytical writing</p>	<p>GROUP B SKILLS</p> <p>Field Skills and technical equipment</p> <p>GIS, spatial analysis and data management</p> <p>Geophysics and remote sensing</p> <p>Professional Skills</p> <p>Project management</p> <p>Teaching/training</p> <p>Heritage management planning</p> <p>Significance assessment</p> <p>Policy development</p> <p>Report and article writing</p> <p>Laboratory skills</p> <p>Residue and use-wear analysis</p> <p>Archaeobotany</p> <p>Human skeletal identification and analysis</p> <p>Sediment analysis</p> <p>Zooarchaeology</p> <p>Sample processing</p>	<p>Continued Professional Development Skills</p> <p>Shell analysis</p> <p>Rock art recording and analysis</p> <p>Ceramic analysis</p> <p>Glass artefact analysis</p> <p>Metal artefact analysis</p> <p>Microscopic sediment analysis</p> <p>Dating techniques</p> <p>Conservation of artefacts</p>
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TIMELINE

A preliminary timeline for the development and implementation of these initiatives is included below:

- August 2018: The ANCATL working group met at the University of Queensland for a two-day workshop supported by a grant made available by the AAA NEC. We were able to achieve a huge amount over the two days, completing a full revision of the national benchmarks which will be incorporated in a fully revised and updated version of By Degrees: Benchmarking archaeology degrees in Australian universities. Wendy Beck is currently working on this revision and we aim to have a full draft ready for external review by the end of November 2018. The skills passport document was also completely revised and modified.
- Mid November 2018: The draft outline for the passport and benchmarking documents will be finalised ready for presentation at AAA 2018 in Auckland.
- Early 2019: The draft framework for both documents will be circulated to the NECs of AAA, AACAI, AIMA and ASHA for comment.
- January 2019: The revised benchmarking document will be distributed to each Head of Department/School for review and comment. Comments should be returned within six weeks.
- May 2019: A final version of the benchmarking document will be circulated to each University department.
- December 2019 (AAA Gold Coast): The skills passport and the benchmarking document will be formally launched.

3. Professional Development Database

A database of professional development opportunities available within Australia has been developed and is to be housed on the AAA webpage. The listing will be updated throughout the year and will allow practitioners and the public to see what professional development opportunities are available. This will complement the skills passport to facilitate targeted re-skilling and CPD in response to critical skills shortages. We hope that these new initiatives might inspire some of the AAA membership to join ANCATL. In particular, we would welcome new members representing industry and museum sectors. We would also like to take this opportunity to thank AAA for their ongoing support of ANCATL and we look forward to seeing these new initiatives come to fruition in the New Year.

Email: ancatl@australianarchaeology.com

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AGM Discussions Arising:

Georgia Roberts presented an abbreviated version of the ANCATL Report. Peter Veth offered information to Georgia regarding an global skills Archaeological Skills Passport developed over the past 25 years by the Marine Archaeological Society.

On behalf of the NEC, Michael Slack recognised Georgia and the ANCATL committee for the incredible amount work put into developing the archaeological skills passport.

There were no further queries or discussions offered from the floor.

5.12.2 Ethics

Luke Godwin

As per your request for reports preparatory to the Association's AGM, I advise that to this point there has been no requirement for the Ethics subcommittee to take any action in any matter since December 2017.

There are issues arising from matters that were subject of action in 2017 that have now been resolved and require appropriate comment. At the time of reporting in late November 2017 a matter had arisen earlier in the year but was sub judice. Accordingly, no details could be provided at that time although the matter was noted in very general terms. Various observations can now be made.

1. The matter is no longer sub judice as the Federal Court heard the matter, and reached and published a decision in this matter. (So as to remove any doubt, this matter did not involve the Ethics subcommittee, although at a later date he did recuse himself from a project directly related to this matter so there could be no suggestion of any conflict of interest);

2. The matter concerned the subsequent use that was made (or could have been made) of certain information obtained by a person while they were employed by an Aboriginal organisation. The Ethics subcommittee and the then-President were of the view that this was a matter that raised issues that required legal ventilation, rather than use of ethical prescriptions in the Association's general rules. This view was subsequently vindicated. The Aboriginal organisation which had first raised the issue then took legal action in relation to this matter. They were successful in prosecuting their claims. The individual against whom they took legal action formally agreed to an order preventing him or his company using the information they had obtained while employed by the Aboriginal organisation;
3. All members should be aware that they are responsible for their actions and that those actions can have profound legal implications that might impact on their career. They should further be aware that the Association takes these matters extremely seriously;
4. The ethics provisions of the AAA may well be trumped by legal requirements and actions, and the Association and its members should be aware of this;
5. Arising from point (4), the legal outcomes in this case may not have directly addressed some of the issues highlighted when the matter was first raised with the Association. However, the Association would be remiss if it did not consider the implications of this matter. Notably, the Association could see itself and/or its executive subject to legal action and required to meet legal defence costs or orders that would bankrupt the Association and individuals. Various suggestions were made by the Ethics subcommittee and endorsed by the then-President as a means of addressing the issues raised and the possible vicarious liability of the Association. In light of the outcomes of this case, it is suggested that, unless it already has done so, the Association's executive should review these suggestions and determine whether these and/or other measures should be taken to avoid such outcomes. These decisions can then be referred to various committees or to the membership of the Association as required for action.

On a separate note, I will be happy to continue serving the Association in the capacity of Ethics subcommittee for another year unless someone else wishes to assume this responsibility.

AGM Discussions Arising:

Lara Lamb presented an abbreviated version of the Ethics subcommittee to AAA members. There were no questions or comments from the floor.

5.12.3 National Archaeological Week 2018

Fenella Atkinson

NAW co-ordinators

The state and territory co-ordinators were Antoinette Hennessy (SA), Paddy Waterson (Qld), Samuel Dix (Tas), Caroline Spry (Vic), Wendy Reynen (WA) and Helen Nicholson (NSW), all continuing from 2017. We were missing co-ordinators in the ACT and NT. Luke Kirkwood continued to manage the website. Caroline also managed the Twitter account, and Rebekah Hawkins managed Facebook and Instagram.

For 2019, Sam has handed the role of Tasmanian co-ordinator to Natalie Hart and Jodie Green, as he has moved to Queensland for his PhD studies. And Duncan Wright has taken on the role of ACT co-ordinator. Thank you Sam from all of us, and welcome Natalie, Jodie and Duncan!

Dates

NAW 2018 ran from 20 to 26 May. In some states, NAW events are limited to this week, while other co-ordinators are happy to include events both in and around the week. NAW 2019 will run from 19 to 25 May.

Archaeological societies

AAA continued their renewed support this year through creation of a specific NAW page on their website. They established a program where schools can request a visit from an archaeology student or graduate. Three school visits were organised through this program in 2018, in WA and NSW, and the details have been retained online for 2019. Two talks by the AAA president were promoted as part of NAW. AAA funded printing of a new batch of NAW bookmarks; these have been distributed through the ASHA/AIMA, NASC and AAA/NZAA conferences, and also on request to co-ordinators and event organisers. The NAW committee is hoping to work with AAA to develop a program to assist with funding events organised by AAA members.

The Australian Institute for Maritime Archaeology (AIMA), Australasian Society for Historical Archaeology (ASHA), and the Australian Association of Consulting Archaeologists (AACAI) all supported NAW through promoting the week in general and specific events. ASHA has a NAW liaison officer - Helen Nicholson (also our NSW co-ordinator).

The New Zealand Archaeological Association (NZAA) held the inaugural NZ Archaeology Week in 2017, and their second in 2018. NZ Archaeology Week is held in early May, just prior to NAW. In 2018, the two weeks were cross-promoted, and we are holding a joint lunchtime meeting at the NZAA/AAA conference.

Events and attendance

Events were held in all states and territories with the exception of the NT and ACT, and were organised by museums, universities, student societies, consultancies and the co-ordinators themselves. In total, we promoted 49 events as part of NAW (up slightly from 46 in 2018); some were organised specifically for NAW, but the majority were joint events. This year, NAW as a whole was listed as an event in the Australian Heritage Festival, run by the National Trust.

Specific events were promoted as launches in NSW, Tasmania and Victoria. Public events included tours, open days, workshops and a course, talks and seminars, social activities, hands-on/practical activities, exhibitions, film screenings, a book launch, an artefact roadshow, and an archaeology fair. Estimated attendance for events in NSW (27) was over 1,500. Estimated attendance of the Archaeology and Shared Heritage in Mernda' launch and open day in Victoria was 1,000.

In addition, several school visits were organised through the AAA program and independently by individual archaeologists, consultancies and archaeology students; in NSW, South Australia, Victoria, and WA. Other events that were not open to the public included tours run for staff by Sydney Water heritage officers.

Online

Luke Kirkwood continued to manage the NAW website, and to respond to or forward any enquiries made through the website. The website went down twice in the lead-up to NAW, and Luke is investigating options to find a more reliable host.

The social media accounts were managed by Rebekah Hawkins (from the NSW NAW committee) and Caroline Spry (Vic co-ordinator). Since the date of the 2017 report (6 Nov 2017) to present (10 Nov 2018), Facebook followers increased by 198 to 1451, Twitter followers increased by 265 to 595, and Instagram followers increased by 174 to 278.

Engagement levels were higher than in 2017. Some FB posts reached over 1,000 people and one in particular (relating to the Mernda events in Victoria) reached ~4,300. The most popular tweets included the kick-off, announcement of first days' events, and the final tweet for the week including the 2019 dates. Caroline has kept the Twitter account active throughout the year, while Instagram and FB are in general used only for NAW events.

The hashtag for 2018 was #2018NAW, and for 2019 will be #2019NAW. Caroline and Rebekah encouraged archaeologists to share photos of themselves and their work during NAW; several did, and several also shared events in this way. A number of archaeology departments, companies and museums participated in NAW through posts on their own social media accounts.

Media

Media coverage of which we are aware:

- Caroline Spry (Vic co-ordinator) interviewed by Gavin McGrath on ABC Radio Ballarat, Monday 16 May
- Craig Barker and Helen Nicholson (NSW coordinator), 'Can you dig it?' on Rhianna Patrick's program, ABC radio, 7pm 20 May 2018
- Michael Slack and the Scarp team interviewed by ABC North West WA on 20 May 2018, and article posted online on 24 May <http://www.abc.net.au/news/2018-05-24/evidence-ancient-feast-unearthed-pilbara-mining-site/9788878>
- Mention in 'Cue Art Mystery', The West Australian, 17 May 2018
- Michael Slack, ABC Radio National Drive, 23 May 2018
- Nick Hadnutt, ABC Radio Brisbane Breakfast, 24 May 2018
- Jon Prangnell, ABC Radio Brisbane Breakfast, 25 May 2018, and article posted online on 26 May <http://www.abc.net.au/news/2018-05-26/archaeology-dig-attoowong-cemetery-a-chance-to-unearth-history/9800474>

Graphics

Liz McGrath produced new versions of the poster and bookmark graphics, and a new letterhead. AAA funded printing of a run of 5,000 bookmarks. There are still lots of A4 and A3 posters.

AGM Discussions Arising:

Fenella Atkinson presented an abbreviated version of the Ethics subcommittee to AAA members. She thanked the NEC for supporting NAW.

There were no questions or comments from the floor.

5.12.4 National Scientific Committee on Rock Art Australia (NSCRAA)

Jo McDonald

Our inaugural meeting was held on the 8th December 2017 at the venue of the Australian Archaeological Association meeting. We have set up a web-page, and are now inviting interested persons to join the committee.

Membership: Prof Jo McDonald, Prof Peter Veth, Sharon Sullivan, Sharon Hodgetts, Dr Sally May, Nicholas Hall, and Prof Paul Tacon

Cooperation with external agencies:

Murujuga World Heritage Forum: This Forum brought together Traditional Custodians and interested stakeholders to discuss World Heritage listing of the Dampier Archipelago. Balancing community aspirations and benefits, cultural values, scientific values, State tourism targets and regional economic benefits are crucial to determining whether World Heritage listing is the best option for protecting the future of the Dampier Archipelago. Programme attached

Future activities: we aim to have our annual meeting to coincide with the Australian Archaeological Association annual conference (in 2018, this will be held in Auckland, NZ)

Operating Charters and relationship to *Burra Charter* (Terms of Reference attached)

Website: <https://australia.icomos.org/get-involved/national-scientific-committees/nsc-rock-art/>

AGM Discussions Arising:

Jo McDonald presented an abbreviated version of the National Scientific Committee on Rock Art Australia (NSCRAA). There were no questions or comments from the floor.

5.12.5 Student Research Grant Scheme Subcommittee

Sally K. May, Peter White, Bryce Barker and Lynley Wallis

In 2018 the Student Research Grant Scheme (SRGS) received 20 applications for funding from students at eight different Australian universities. We were pleased to receive quite a large number of applications given the tightening of funding rules following the 2017 round. Applications were received from students enrolled in PhD, Masters by research and Honours programs. We express our gratitude to the applicants for following the guidelines and producing applications of such a high standard. The SRGS committee believed 12 of the applications deserved funding but, due to funding constraints, only the top nine could be funded this year. A total of \$11,875 was awarded in 2018. The funding has helped to support research across Australia and the Pacific. We thank the AAA executive and AAA members for their continued support of student research and hope that the SRGS will continue to grow in coming years.

The successful 2018 applicants were:

- Graeme Cotter (James Cook University)
- Lauren Cunningham (University of Queensland)
- Emma Dodd (University of Queensland)
- Fiona Hook (University of Western Australia)

- Fleur King (La Trobe University)
- Tierney Lu (University of Queensland)
- Liam Neill (University of Queensland)
- Andrea Ulrichsen (the Australian National University)
- Anna Weisse (University of Queensland)

AGM Discussions Arising:

Sally May presented an abbreviated version of the Student Research Grant Scheme Subcommittee. She advised that there should be a cap on the number of years a person can sit on a committee. She's been on the committee three years, and Peter White has been on the committee five years for example. The committee members are happy to stand down and assist the next SRGS subcommittee members, as necessary.

Mike advised that in order to make a term limit for the SRGS subcommittee, there needs to be a constitutional amendment. The NEC will propose this at the next AGM or extraordinary general meeting if that happens first.

There were no questions or comments from the floor.

6. Remuneration of Servants of the Association

No officers or AAA members received any remuneration for services rendered to AAA in the past year.

7. Proposed Amendment of s22 of the AAA Constitution

Michael Slack advised presented a proposed amendment to Section 22 of the Constitution, which has previously been emailed to members one month prior to the AGM. He advised that the NEC would like to expand to be more inclusive to other groups. The NEC sees the best way of increasing its membership base is to allow some expertise in different areas to help us with some of the big issues that come through the NEC. What the NEC proposes to do create an Indigenous Officer and a Student Officer role with voting rights. The NEC thinks both of those roles are critical for future of AAA, particularly in terms of Aboriginal reconciliation, but also in terms of the future of the association itself.

In this proposed change, the NEC wishes to reduce the number of membership secretaries from two to one. The AAA has not had two membership secretaries for some time, but two roles remain in the constitution.

If the AAA members vote to reduce the number of membership secretaries and add the Indigenous Officer and Student Officer roles, then these positions will need to be voted upon tonight.

AGM Discussions Arising

Motion from the Chair:

A motion to change the Association Constitution s22 composition of the Officers of the Association to reduce the number of Membership Secretaries to one and to introduce an Indigenous Officer and a Student Officer. Motion carried unanimously.

The AAA members will vote for these new offices in Item 10 of this AGM Agenda.

8. Proposed Preamble to the Code of Ethics

Lara Lamb spoke on the Preamble to the Code of Ethics that was proposed at last year's AGM. The proposed preamble states:

The Australian Archaeological Association is committed to the highest standards of conduct in archaeological practice. The Code of Ethics identifies a common set of values informing the ethical principles upon which members of the Association base their practice. Ethical responsibilities often exceed legal obligations and are based upon values, principles and conforming practice, as well as adherence to social policy regarding the moral and ethical principles of archaeological practice. The Code of Ethics outlines the manner and method by which members should fulfil their ethical responsibilities to the interest groups with whom they work. In doing so, it does not seek to limit legitimate freedoms but to emphasise that the discharge of obligations detailed herein is crucial to proper practice. Adherence to the Code of Ethics is necessary for the well-being of all groups with whom members engage and vital to the integrity of the archaeological profession. In accepting these ethical principles, members shall endeavour to follow them consistently. Where members transgress the Code of Ethics, they may be subject to disciplinary procedures as defined by Section 32 of the [Constitution](#).

Lara Lamb advised members that a preamble sets a "tone" to the Code of Ethics.

She also advised that the AAA Code of Ethics currently calls Article 1 the 'Forward', but she proposes that (given the new Preamble) it be changed to 'Principles relating to member conduct.'

AGM Discussions Arising:

Annie Ross expressed that she fully supports the preamble and we should vote on it.

Peter White suggests to Lara that rather than 'Principles relating to member conduct' it simply be called 'Principles,' however Lara advised it would be confused with other 'principles' throughout the Code of Ethics.

Jo McDonald recommended that Lara look at the AACAI preamble for wording and advised because AAA is not a professional organisation, the term 'archaeological conduct' is more appropriate than 'archaeological practice.'

Peter Veth commented that he fully supports the preamble and added that conduct in human bioethics should be included as well.

Michael Slack advised that Lara Lamb will be chairing the Ethics Subcommittee in 2019.

No further discussion or questions were offered from the floor.

9. AAA Reconciliation Action Plan Progress Report

Michael Slack spoke to AAA members regarding the proposed Reconciliation Action Plan (RAP), something he feels is long overdue in AAA. Since taking over as president, he has formed a subcommittee of nine people to work towards developing a RAP with the goal of it being presented at the AAA 2019 AGM.

Thus far, AAA has registered with the Australian government our intent to work towards a RAP with our members. We have begun a draft document that outlines our aspirational aims and how we get

there in terms of AAA. Two AAA members that have been instrumental in this process are Kate Greenwood and Annunziata Strano.

The RAP is in draft form with the NEC, and it requires considerable edits before being distributed to members. The NEC proposing extensive consultation with the indigenous members of AAA throughout Australia next year. This consultation will be a big part of AAA next year. After the indigenous consultation, we will begin engaging with all AAA members for consultation on the process.

AGM Discussions Arising:

Jo McDonald commented that AACAI are also going through RAP process.

Michael Slack proposes that the AAA allocate \$15,000 to conduct the RAP consultation over the next year.

Pete Veth advised that based on his UWA budget, this is a very modest budget because UWA has been working on this for years. He queried what is the time frame?

Michael Slack said the AAA is aiming to present the RAP at the AAA AGM 2019.

Motion from the Chair:

I move that up to and including \$15,000 of the AAA funds be allocated to the workshopping and consultative work required to develop the AAA Reconciliation Action Plan. Motion approved unanimously.

10. Election of Officers/Subcommittees

The following changes to AAA offices have been nominated for 2019, including the Indigenous Officer and Student Officer Roles created tonight. If the office is not listed below, then there is the current office-holder will continue to serve until the 2019 AGM. The current senior NEC will stand again in 2019. Kasih Norman and Stephanie Vick will swap roles in 2019.

Nominations for 2019:

NSW – Doug Williams

VIC – Kasey Robb

QLD – Kate Greenwood

ACT – Tristan Jones

WA – Annunziata Strano

SA – Clara Santilli

Webmaster – Kasih Norman

Membership Secretary – Stephanie Vick

Motion from the Chair:

I move that the nominated persons are accepted as State Representatives on the 2019 NEC. Motion carried unanimously.

Indigenous Officer – Christopher Wilson

Motion from the Chair:

***I move that the Christopher Wilson is accepted as the inaugural Indigenous Officer on the 2019 NEC.
Motion carried unanimously.***

Student Officer – Amanpreet Kang

Motion from the Chair:

***I move that the Amanpreet Kang is accepted as the inaugural Student Officer on the 2019 NEC.
Motion carried unanimously.***

AGM Discussions Arising:

Claire Smith commented that Chris Wilson is the first Aboriginal person to receive a PhD in Archaeology. She adds that the first female Aboriginal person to receive her PhD, Kellie Pollard, has passed her PhD.

There was collective applause from the membership.

11. Other Business Arising

11.1 ICOMOS 2020

Steve Brown noted that ICOMOS will be holding its 2020 General Assembly in Sydney, NSW. It's the first time since 1964 that its been held in Australia. Indigenous heritage will be a big part of the assembly. Interested members can talk to Steve about it.

11.2 Formation Darling River Basin Heritage Subcommittee

Due to heritage concerns raised by Indigenous groups along the Darling River Basin, Doug Williams proposed the creation of subcommittee of interested experts willing to provide heritage advice and assist Indigenous groups with the management of their heritage places along the Darling River Basin. Michael Slack appointed Doug Williams chair of this subcommittee, and Doug will liaise with Mike on the subcommittee's membership and aims. ***AAA members unanimously endorse the development of this subcommittee to deal with the Darling Basin heritage issue, and the development of a subcommittee statement to be endorsed by the executive.***

A formal thank you from Barkandji man, Badger Bates, was offered to AAA for our organisation's willingness to assist with the management of their heritage sites in the Darling Basin.

11.3 Willandra Lakes Management Subcommittee

Doug Williams commented that the government has dissolved the management committee of the Willandra Lakes region. He proposed that AAA write a formal letter of expressing our concern in the lack of management. Michael Slack added that he will work with Doug Williams to draft a formal letter of concern from AAA.

11.4 Concern of Deplorable Member Behaviour During Conference

India Ella Dilkes-Hall raised a concern that there was a tweet posted by a NZAA member which suggested a AAA member made a disrespectful comment about the cultural songs performed during the conference opening. Unfortunately, the tweet does not name the individual, so there is no way to

follow up with the matter. The Chair reiterated that the AAA has policies in place to deal deplorable behaviours of members.

11.5 AAA Business Auditor 2019

Fiona Hook raised the issue that the Business Auditor must be appointed for 2019. Michael Slack advised the AAA will continue with the same Business Auditor in the year ahead.

11.6 Votes of Thanks

Doug Williams – Offered thanks to the NZAA/AAA Organising Committee

Michael Slack – Offered thank to the current NEC and the support they have provided this past year, especially Aaron Fogel, who has stayed on to fulfil the role of Treasurer long past his obligations to AAA.

12. Close of Meeting

The 2018 AGM Meeting was closed by the President at 7:15pm.