



Australian Archaeological Association

Minutes

2019 Annual General Meeting

Mantra on View Hotel, Boulevard Ballroom, 22 View Ave, Surfers Paradise

Thursday 12 December 2019

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1 Welcome

The 2019 AGM commenced at 6:06 PM, chaired by Dr. Michael Slack. The President welcomed all members and conference delegates 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. A scanned copy of the members present and apologies is presented as Appendix A. In total, 112 AAA members were in attendance for the meeting (a minimum of 20 members are constitutionally required for a quorum).

2 Apologies

Apologies from the 2019 NEC members were received from Indigenous Officer Christopher Wilson, Student Officer Amanpreet Kang, and Public Officer Mirani Litster. Additionally, regular members Caroline Bird, Jim Rhoads, Robin Torrence, Lesley Head, Jill Reid, Luke Godwin, Colin Pardoe, Anna Weisse, Fenella Atkinson, and Sally May offered apologies via email or via members in attendance. Michael Slack made special mention of Colin Pardoe and his wife Penny who were not able to attend AAA this year due to illness and expressed the love and support of all AAA members at this difficult time for them.

3 Confirmation of 2018 AAA AGM Minutes

The previous AAA AGM was convened on Thursday 29 November 2018 University of Auckland, Sir Owen G. Glen Building Room OGGB5, Auckland, New Zealand 1142. The minutes of last year's AGM were pre-circulated to members by email (Mailchimp) and made available for review on the website in January 2019.

Motion from Michael Slack (the Chair):

“That the Minutes of the 2018 Annual General Meeting of the Australian Archaeological Association Inc. have been circulated, been taken as read and confirmed”. Motion passed by unanimous affirmation.

4 Business Arising from 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 Office-bearer and Committee Reports

As last year, the Chair proposed that only the President's, Treasurers' and Journal editors' reports be read in detail, and remaining officer reports will be presented as brief, dot-point explanations. All other representative reports have been tabled and distributed to AAA membership prior to the meeting. Each report will be acknowledged and if requested, a member may raise a question or address the report directly in any discussions arising. The reports that follow are the detailed officer, representative, and subcommittee reports. Any 'Discussions Arising' from the points outlined in the AGM are tabled at the end of each respective report.

5.1 President

Michael Slack

As with last year, 2019 has been a very busy year for the AAA NEC with many challenges to work on. Some of these have been the result of the financial and structural successes of AAA, whilst others represent more global issues that the NEC necessarily needed to take a lead on. There are many areas in which the NEC has been active, and as much of these will be addressed in specific agenda

items of the AGM I will confine this report to what I consider to be the principle areas of the last year.

Reconciliation

In 2018 AAA commenced on the long overdue process of developing our own Reconciliation Action Plan, and working more generally on improving the ways in which AAA includes, collaborates with, and generally celebrates the cultures which we seek to study. At last years AGM we sought approval for a wide-spread consultation process. This commenced in March this year when I sent out approximately 1,500 emails to registered Indigenous organisations with information about AAA and the RAP and inviting them to be part of the consultative process. About 10 organisations responded to AAA and we worked together on reviewing our draft and incorporating their views as best we could.

In June I met with Australian Indigenous Archaeologists (AAIA) members Dave Johnston and Chris Wilson, and gained their support for the RAP and to develop an MOU between our two Associations in 2020, which I hope will mark the beginning of far greater collaborations in the future.

Following the Indigenous consultation, we took the RAP to our membership in a series of workshops. These were run in Adelaide, Dampier, Perth, Brisbane, and Cairns. Unfortunately the workshops were generally not well attended, and so rather than spend more Association funds in this way, we decided to send the RAP out to members with the annual reports, and to offer a final workshop prior to the AAA AGM in Surfers Paradise where I hope the RAP will be endorsed by all members.

Bullying and Harassment

It will be not surprising to many that these issues have provided a headline throughout the greater Academy in 2019. I am heartened to note however that AAA has not had a direct complaint raised against a member and that under our code of ethics and statements concerning bullying and harassment we continue to be an inclusive and supportive organisation. However, given international incidents the AAA NEC has necessarily been proactive in both informing our members of their obligations under these codes, and establishing a new rigorous framework that both protects those that have been bullied and offers a transparent process to those that might have complaints raised against them. It is our fundamental position that that we as an Association support each other and that there is no room for discrimination or bullying in our discipline.

To this end the NEC this year approved and funds an anonymous counselling service (the details of which appear in the conference program), drafted and legally approved a Code of Conduct for Conferences, proposes a new Code of Ethics and has appointed Contact Officers for this years AAA Conference.

Association Challenges

At the time of writing this report AAA stands in uncharted territory regards membership and finances. Our membership base is the strongest on record (ignoring the statistically unreliable +1,000 figures of the past!) with over 600 members and with a financial bottom line of well over \$300,000. This is true testament to the work of this and previous executives in managing the Association, and a situation we should commend.

AAA is no longer a small club; we are a very large Association and as such, need to manage our finances like a business and in so doing look after our membership base into the future. The NEC has recently been provided with financial investment advice and we advocate investment of a large sum of Association funds into an ethical, stable, medium growth fund. Investment will allow us to remain cash neutral into the future with regards to two financial proposals that we have. Firstly, that from 2020 we adequately remunerate our Editors of Australian Archaeology, and secondly that we introduce a subsidised membership rate for retirees.

As will be presented as a separate agenda item at this years AGM, the successful tender for the editorship of Australian Archaeology necessarily included a provision for remuneration of the editors. The NEC strongly supported this aspect of the proposal, noting that we already provide up to \$10,000 per annum (when requested as approved at the 2018 AGM). This request secures a successful transfer of the editorship of the Journal – the flagship of AAA, and is readily affordable if investment decisions are approved.

The introduction of a retiree rate recognises the immeasurable role that our elders have played in the establishment and continued support of our Association. We should recognise and reward this. At this year's AGM I will propose a retiree subscription set at the same level as students and Indigenous members. This rate should not be means tested and should include supply of the journal in hard copy.

In 2018 we noted that 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. In 2019 we have approved small grants for National Archaeology Week and have put a 'band-aid' on the website. We recommend that in 2020 a full rebuild of the site be undertaken and hope that the new NEC will invest serious funds in this area and suggest forming a website sub-committee to assist a commercial designer in this capacity.

In 2019 the NEC assisted and supported ANCATL and specifically the development and launch of the Archaeology Skills Passport, we have approved all Student Research Grants supported by our subcommittee at 100% of requested funds, we have funded the largest contingent of student and Indigenous representative subsidies to attend our conference in history, and have introduced a carer subsidy.

I would close by thanking the core of the NEC for their hard work of the over the last two years; work that goes way beyond volunteer contribution. Lara, Aaron, and Boone have provided a core of support. I also thank Josh Connelly and Steph Vick in particular for stepping in and providing support in their roles, Annunziatio Strano and Kate Greenwood who worked very hard on the RAP, and Georgia Roberts for her untiring work in ANCATL and for AAA. Finally, I thank Sandra and her team at UWA for their successful management of our journal over the last four and a half years. Under their stewardship, the journal is currently internationally ranked 11/300 (Scimago Journal Ranking System) and 27/263 (Scopus)—a fine effort indeed!

Discussion Arising

No additional discussion was raised from the floor.

5.2 Vice President

Lara Lamb

My general role this year revolved around attending monthly NEC meetings, general correspondence, conference organisation and general support of the NEC (where desired).

- I coordinated and managed the delivery of old AAA archival materials from the University of Western Australia and Monash University to my department at the University of Southern Queensland.
 - At the time of writing this report, I am waiting coordinating the digitisation of the material.
- I have been working on a Code of Ethics Preamble and served at Chair of the AAA Ethics committee (see Section 14.3 AAA Ethics Committee).

Discussion Arising

No additional discussion was raised from the floor.

5.3 Secretary

W. Boone Law

My duties throughout 2019 have been mainly administrative, although I did represent AAA publicly on a couple of occasions. My primary duties were to organise the monthly meetings, distribute meeting agendas, transcribe/circulate monthly meeting minutes, and prepare the EOY Annual Reports of the association. Meetings were generally the first Thursday of each month, but were rescheduled a few of times to increase attendance and accommodate schedules. 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). In total, spent approximately 16 to 24 hours a month on AAA administrative tasks, responding to emails, and drafting/editing letters for the president.

The year began with ensuring all new officers and representatives had active email accounts and were contactable by the NEC. 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 maintained contact with all subcommittees throughout the year, ensuring they received support from the NEC.

I additionally worked closely with the Public officer to make sure our annual incorporation status was completed. The AAA was recently advised of changes to the *Associations Incorporations Act* 1991, which will require some constitutional amendments. In consultation with the NEC, I have begun drafting some of the new Act requirements, including 1) officer role descriptions, 2) dispute

resolution procedures, and 3) a privacy policy. The documents are a work in progress, and they will be shared for comment with membership in early 2020.

In September, I participated in the Reconciliation Action Plan consultation meetings held at Flinders University, and I promoted the AAA at the National Archaeology Student Conference in Adelaide, where I represented AAA as a guest speaker. During my talk, I shared slides of the AAA and encouraged students to take advantage of the early-bird conference rates this year.

After two years serving as Secretary, I will be stepping down from the position in 2020. I would like to thank AAA membership and the NEC for the opportunity to serve the association. I have enjoyed my role for the past two years, and I will make myself accessible to the incoming Secretary, as needed, to ensure a smooth transition for the new executive in 2020.

Discussion Arising

No additional discussion was raised from the floor.

5.4 Treasurers

Aaron Fogel and Kelsey Lowe

Overview

This report covers the Association's 2018/19 financial year (September 1st 2018 to August 31st 2019) and is the third report prepared by the current Treasurers. This is the fourth year in a row the Association is reporting surplus. In this financial year, we have a surplus of \$48,129.65.

3 Year Surplus/Deficit Comparison.

| | 2016/17 | 2017/18 | 2018/19 | Variation |
|--------------------------|---------------------|---------------------|---------------------|--------------------|
| Total income | \$69,799.34 | \$151,381.88 | \$129,870.48 | \$(21,511.40) |
| Total expenditure | \$(50,274.62) | \$(67,159.94) | \$(81,740.83) | \$14,580.89 |
| Operating surplus | \$19,524.72 | \$84,221.94 | \$48,129.65 | \$(36,092.29) |
| Retained surplus | \$121,392.96 | \$140,917.68 | \$225,139.62 | \$84,221.94 |
| Total Equity | \$140,917.68 | \$225,139.62 | \$273,269.27 | \$48,129.65 |

Income

We are reporting a lower income \$129,870.48 in 2018/19. It is lower than the previous year as the joint conference with NZAA in Auckland was financially managed to be break-even.

3 Year Income Comparison.

| | 2016/17 | 2017/18 | 2018/19 | Variation |
|--------------------------|--------------------|---------------------|---------------------|----------------------|
| Conference | \$38,487.03 | \$58,635.28 | \$25,819.99 | \$(32,815.29) |
| Journal Royalties | \$8,097.32 | \$33,201.89 | \$49,091.50 | \$15,889.61 |
| Membership Dues | \$18,804.55 | \$58,879.09 | \$54,200.00 | \$(4,679.09) |
| Interest | \$363.01 | \$665.62 | \$758.99 | \$93.37 |
| Other Income | \$4,047.43 | - | - | - |
| Total income | \$69,799.34 | \$151,381.88 | \$129,870.48 | \$(21,511.40) |

Items to note:

Conference income was substantially composed of sponsorship contributions. These funds were used to provide as much assistance to student and Indigenous delegates at the conference.

Journal Royalties are substantially higher than expected for two consecutive years. Taylor and Francis continue to indicate that "one-off" payments for a Digital Archive of the journal, which have created this significant amount, should not be expected annually.

Expenditure

We report an increase in expenditure in 2018/19 to \$81,740.83. When we began our positions, our predecessors stressed the need be a frugal as possible until AAA became financially stable again. With that attained, this financial year AAA continued funding for existing programs but also began new initiatives for the first time in at least 5 years. This, in addition to contributing significantly to support student and Indigenous delegates at the conference, largely contributed to the increase in expenditure this year. That stated, most of the increase in Expenses year-on is due to a change in reporting to Conference expenses.

3 Year Expenses Comparison.

| | 2015/16 | 2016/17 | 2018/19 | Variation |
|---|----------------------|----------------------|----------------------|--------------------|
| ANCATL | - | \$(2,670.39) | \$(1,106.68) | \$(1,563.71) |
| Audit fees | \$(1,909.09) | \$(1,590.91) | \$(1,590.91) | - |
| Bank fees & charges | \$(4.82) | \$(1.16) | \$(0.41) | \$ |
| Bookkeeping | \$(624.54) | \$(1,179.07) | \$(1,344.57) | \$(165.50) |
| Conference | - | - | \$(30,564.60) | \$30,564.60 |
| Conference Prizes | - | \$(282.59) | \$(1,353.69) | \$1,071.10 |
| Donations | - | \$(15,099.13) | - | \$(15,099.13) |
| Insurance & regulatory costs | \$(2,567.50) | \$(3,083.59) | \$(3,046.93) | \$(36.66) |
| SRGS | \$(14,620.00) | \$(12,773.00) | \$(14,297.00) | \$1,524 |
| Journal | \$(28,825.00) | \$(25,745.00) | \$(25,855.00) | \$110.00 |
| National Archaeology Week | - | \$(2,082.00) | - | \$(2,082.00) |
| Sundry expenses | \$(623.80) | \$(721.05) | - | \$(721.05) |
| Web & IT | \$(1,099.87) | \$(1,932.05) | \$(1,112.36) | \$(819.69) |
| Other Expenses | - | - | \$(1,468.68) | \$1,468.68 |
| Total Expenses | \$(89,459.97) | \$(50,274.62) | \$(81,740.83) | \$31,119.26 |

Items to note:

Most expenses are aligned with the charges from the previous year.

The Conference line item has been added due to not using Conference Online to manage the joint conference in Auckland. Thus, we directly bore the costs associated including funding student and Indigenous delegates and the on-charges related to sponsorship such as dinner attendance, registration fees, etc that for elements of different sponsorship package levels. Now that we have returned to using Conference Online, this line item will remain at nil going forward as all finances are handled internally at Conference Online and we are given a single payment of the profits.

The Donations value has returned to nil after a single transfer from the Bruce Veitch Fund to our Public Fund last financial year.

The Other Expenses category contains costs associated with development of the Reconciliation Action Plan and collating the AAA archives.

Assets and liabilities

Net Assets have increased to \$273,269.27. Our Net Assets are the total equity of the Association. The Association is financially strong once again.

3 Year Balance Sheet Comparison.

| | 2016/17 | 2017/18 | 2018/19 | Variation |
|-------------------------------------|---------------------|---------------------|---------------------|--------------------|
| <u>Current Assets</u> | | | | |
| CBA Operating Account | \$83,881.81 | \$37,369.07 | \$25,907.67 | \$(11,461.40) |
| CBA Savings Account | \$105.24 | \$150,496.14 | \$216,125.99 | \$65,629.85 |
| Conference Online Trust | \$15,000.00 | \$0.00 | \$15,000.00 | \$15,000.00 |
| Bruce Veitch Fund Prize Fund | \$14,691.27 | (closed) | (closed) | - |
| Accounts Receivable | \$29,925.64 | \$30,084.26 | \$15,901.13 | \$14,183.13 |
| Cash | \$0.00 | \$11,000.00 | \$0.00 | \$(11,000.00) |
| Total Current Assets | \$143,755.77 | \$228,949.47 | \$272,934.79 | \$43,985.32 |
| <u>Current Liabilities</u> | | | | |
| GST | \$2,838.09 | \$3,809.85 | \$-334.48 | \$4,144.33 |
| Total Current Liabilities | \$2,838.09 | \$3,809.85 | \$-334.48 | \$4,144.33 |
| <u>Net Assets</u> | \$140,917.68 | \$225,139.62 | \$273,269.27 | \$48,129.65 |
| <u>Equity</u> | | | | |
| Retained surplus | \$121,392.96 | \$140,917.68 | \$225,139.62 | \$84,221.94 |
| Operating surplus | \$19,524.72 | \$84,221.94 | \$48,129.65 | \$(36,092.29) |
| Total Equity | \$140,917.68 | \$225,139.62 | \$273,269.27 | \$48,129.65 |

Items to note:

Retained earnings have been moved to our Savings Account.

The Conference Online Trust Account has been re-established following not using their services for the 2018 conference.

Our only liability is from Paid GST.

Looking forward to 2019/20

It has been a privilege to contribute to the broader AAA membership and the two National Executives we have served. When we began this role, the Association was emerging from the realisation that our long-term financial position was untenable. The Total Equity of AAA on the day we began was approximately \$120,000. It is now \$273,269.27. While we are proud of this accomplishment it was team of people across the last three National Executives that made it happen.

Significant changes were implemented by our predecessors that, to be blunt, made our job relatively easy. The shift to Taylor and Francis has greatly simplified the roles of Treasurer and Assistant Treasurer. The day-to-day responsibilities that were once prevalent are no more. We have continued to streamline the role as much as possible and have been working toward simplifying our banking as

well. We were also quite lucky to have several conferences in a row that were far more profitable than even late predictions would have indicated. We also enjoyed the benefit of several unexpected full purchases of the digital AAA catalogue which resulted in significant income the past 2-3 years.

As time progressed we could see our role as one that was to guide AAA through a transition period. First was the transition to Taylor and Francis. While the membership would have seen a relatively short period of transition, this change stretched across two financial years making budgeting tenuous. Following this transition we had the joint conference with NZAA. Here to, it was difficult to put hard numbers around profit and loss as we only had shared control. But now AAA has gone through all of these unusual events and has reached a new normal. Our finances are now quite predictable. Are expenses are stable. And we have a lot of money.

AAA is entering a new financial era. The National Executive Committee has initiated a complete review of our legal and financial positions. Upon completion of this, serious debate and decisions of consequence will be required when determining how to utilise AAA financial resources. We did not want to start this process and force someone else to take over mid-stream. Thus, we have indicated to the NEC that we are resigning our posts so that a new team can take AAA. As we were given a task by our predecessors to look after the immediate and short term, we are likewise giving a task to our successors. Set AAA up for a long and bright future.

Discussion Arising

No additional discussion was raised from the floor.

5.5 Public Officer

Mirani Litster

As Public Officer, I worked with the NEC to ensure our Annual Return was filed with the ACT government. For those unfamiliar with the annual return, we are required to file with the government any changes relating to 1) the overall committee, 2) the financial reporting (income, expense) and 3) the total membership count. This was completed on 22 January 2019.

In late August, the AAA was advised of recent changes to the *Associations Incorporations Act 1991*. Namely, the following five constitutional changes that must be implemented before the next Annual Return are:

- New provision to clarify for resignation process by a committee member
- Update disclosure of interests in a contract by a committee member.
- Requirement for a dispute resolution procedure
- New provision outlining duties of officers
- Process for managing access to information, including protections for privacy and improper use.

Some of these changes will require constitutional amendments, which could be a time-consuming and lengthy process. I have been working with the AAA Secretary to identify where amendments need to be made, and we have started drafting 1) officer role descriptions, 2) dispute resolution

procedures, and 3) a privacy policy. These will need to be approved and incorporated into our constitution early next year, before filing our Annual Return.

I offer my apologies that I could not attend the AGM this year, but I am prepared to continue in my role a Public Officer in the new year, should it be required.

Discussion Arising

No additional discussion was raised from the floor.

5.6 Membership Secretary

Stephanie Vick

Current Membership

Membership for 2019 is at a four-year high, with the majority of members consisting of ordinary local members and concessionary members. Total membership numbers for 2019 sit at 608 as of 18 November 2019, plus 24 institutional subscriptions. Sixteen of our members are based internationally, with the rest being based in Australia.

Table 1 Membership numbers for 2019 by category

| Membership Type | Membership Numbers |
|------------------------------|---------------------------|
| Ordinary Local | 406 |
| Concessionary | 171 |
| Ordinary International | 16 |
| Life | 15 |
| Institutional Subscriptions* | 24 |
| Total | 632 |

*Institutional subscriptions consist of journal access through direct subscription with Taylor & Francis rather than association membership

Four Year Trend

The years 2016 to 2018 saw a small steady decrease in numbers of members, with a loss of approximately 10 per year. This year however, has seen a spike in membership, with 65 more members than last year. These numbers may increase as people continue to renew or join in the leadup to this year’s AAA conference.

Table 2 Membership numbers for 2016-2019 by category

| Membership Type | 2019 | 2018 | 2017 | 2016 |
|------------------------------|-------------|-------------|-------------|-------------|
| Ordinary Local | 406 | 351 | 350 | 395 |
| Concessionary | 171 | 150 | 168 | 142 |
| Ordinary International | 16 | 14 | 14 | 4 |
| Life | 15 | 15 | 14 | 14 |
| Institutional Subscriptions* | 24 | 37 | 30 | 37 |
| Total | 632 | 567 | 576 | 588 |

Membership Administration

Taylor and Francis continue to administer the membership database and forward membership information to the membership secretary on a weekly to bi-weekly basis, which feeds into the secondary database maintained by the membership secretary. User accounts and login information, along with mailing list updates are manually undertaken by the membership secretary as the information is received from Taylor and Francis.

Marketing

A membership drive was undertaken early in the year in line with university O-Weeks to encourage student membership. This consisted of a short PowerPoint explaining the role of AAA in Australian archaeology, and the benefits AAA brings to its student members being sent to teaching staff across Australian universities. This targeted campaign was a recommendation of last year's Membership Secretary as there was a successful increase in student members in 2018 following the mail-out. This year there was little to no response and the increase in student memberships at this stage was negligible. An option for the future may be to involve the state representatives and have them present the PowerPoint at various universities.

Discussion Arising

Michael Slack noted that the increase in membership numbers was heavily influenced by the AAA-2016 policy that the first author of all AAA conference papers must be an active member of AAA. It was also noted that a total membership number in excess of 600 is big by any standard for AAA.

5.7 Indigenous Officer

Christopher Wilson

Nothing to report on this year.

Discussion Arising

No additional discussion was raised from the floor.

5.8 Student Officer

Amanpreet Kang

Nothing to report on this year.

Discussion Arising

No additional discussion was raised from the floor.

5.9 Journal Editors

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

This will be the final report of the current Editorial Team after four and a half years in role. We will accordingly make some observations and suggestions which span that period, as well as 2019, which

we hope will be helpful to our successors and of interest to AAA members generally. Our aim has been consistently to publish articles relevant to our stated goals which cover the various stated areas of interest. We believe we have succeeded during our term in publishing articles of high academic quality in the areas of Aboriginal archaeology, historical archaeology and rock art, mostly from Australia but including also Papua New Guinea and Southeast Asia.

Our rankings at the beginning of the year were very slightly lower than those of last year, but still showing a very respectable presence in the global market. As of the middle of 2019, the Scopus Cite Score for *Australian Archaeology* moved from 32/23 to 27/263, and the SJR (Scimago Journal & Country Rank) moved from 9/305 to 11/300 (with thanks to Sean Ulm for keeping us up to date with this information).

<https://www.scopus.com/sources?sortField=citescore&sortDirection=desc&isHiddenField=false&field=subject&subject=&asjcs=1204&asjcs=3302&openAccess=on&countCheck=on&count=0&countField=documentsMin&bestPercentile=on&quartile=on&quartile=on&quartile=on&quartile=on&type=on&type=on&type=on&type=on&year=2018&offset=20&resultsPerPage=20>

and

https://www.scimagojr.com/journalrank.php?category=1204&area=1200&page=1&total_size=300

In considering 2019 in more detail, we had fewer submissions this year than in 2018 (17 in 2019 to date, 37 in 2018), and some of them were decidedly tricky, in many different ways. Several submitted papers were of no relevance to Australia nor to archaeological research, with no analysis nor discussion of actual archaeological data. We are pleased to have published a number of papers with Indigenous Australian co-authors. We have adhered to the statement of interest published with every issue, as follows.

Our focus is broad but concentrated on archaeological research in Australia and nearby regions during the deep and recent past as well as in historic and contemporary times. We encourage scholarly contributions from researchers, Aboriginal people, students, cultural heritage managers and consultants which emphasise the **results of their archaeological research** (emphasis added).

The major issue of 2017 was our moving to a completely automated submission system through the publisher Taylor & Francis (Routledge). Last year, we observed that there were various challenging factors including some glitches in the new system. Some of these have been sorted out, some have not entirely gone away, and some new ones have arisen. On moving *Australian Archaeology* to the publisher Taylor and Francis, a number of conditions were agreed and embodied in the final version of the contract. These included the potential for having coloured images on every page, as it was believed that this is essential to an archaeological journal especially one which included rock art as one of its major subject areas. After some initial difficulties in 2017, this is now accepted by T & F without demur. The need to use our own specific style guide continues to be a bit of a struggle, with their web site displaying the specific in house T & F style sheet which is different to ours, thus confusing to authors. Our proofs often come back to us with problematic punctuations and similar –

minor perhaps, but not, we believe, acceptable in a leading journal. In a couple of instances, papers have been “lost” in the T & F system, holding up issues quite considerably.

In passing, we would again exhort authors and reviewers all to read OUR style sheet carefully, *particularly* with respect to referencing style both in text and in the final list of references. Incorrect referencing slows down the editorial process significantly. Nothing is perfect, but we are quite pleased with the style sheet in terms of its consistency, and also the very thorough guide to presenting the results of radiocarbon and luminescence dating. It does contain a small number of errors or omissions which we will be passing on to the new editorial team.

The overall difficulty we have however is in getting papers through the refereeing system in a timely manner, especially when there is a large amount of copy to deal with. Most of our referees are exemplary in returning their reviews in a timely fashion. Being human however, they often run into difficulties not necessarily of their own making, and a small number struggle to produce what is needed in an appropriate time frame. Possibly the most problematical are those who do not accept OR reject the task in good time. This makes it hard to know whether they will ever respond and whether they need to be disinvited in order to contact someone else.

This year, the second issue is undergoing its final touches (and most of the papers have now been published online), and we hope the third will not be too far behind. The latter will comprise a themed section of four papers from the 2016 Annual Conference along with other more general articles, and we regret not having been able to advance with a dedicated issue from the 2016 conference.

We are preparing to hand over our role to the new editorial team, who will be elected at the 2019 Australian Archaeological Association Conference, and wish them the very best in what we have found to be a very challenging but also rewarding role. We also wish to thank all the colleagues who have been so supportive, particularly hard working Editorial Advisory Board and to all those who provided references.

Discussion Arising

Peter White made an enquiry in regards to “how long the contract with Taylor and Francis will run.” Sandra advised that we have another 2.5 years before it requires renewal. Michael Slack added that the Taylor and Francis have already made an enquiry regarding renewal, but the AAA has pushed back until a later date.

5.10 Webmasters

Joshua Connolly

Josh Connolly and Kasih Norman took over as webmasters in January 2019 following a reorganisation of the NEC. My thanks to Sam Harper and Steph Vick for the inter-state handover.

The role of webmaster for 2019 has been a relatively simple one courtesy of social media posting much of the news content and the conference being organised through an external organisation and website.

Following updated hosting last year, the website was stable and had very little down time. It was maintained with relevant news content and events, primarily focussed on activities directly related to the Association. Various jobs and field schools were advertised on the website upon request only, although seek and social media clearly dominate the advertisement of these opportunities. The shift to social media allowed the news section of the site to focus on AAA content, and news about the Association's members, rather than general archaeology news.

The website, over the years has become somewhat unwieldy, with a lot of redundant functionality and content (over 200 pages). Josh set out to clean up much of this redundancy, removing 'dead' pages, or combining numerous related pages with little content into a single page. It is hoped this has improved navigation somewhat. The launch of the ANCATL passport saw a heavy rework of this area of the website to make accessing the passport as streamlined as possible. I would like to encourage members of the Australian Archaeological Association to provide updated content for the website if you identify out of date content, particularly if it involves a sub-committee or opportunity you are involved in.

In cooperation with the AAA President, quotes were received to build a new website and revisit our hosting so as to update the look and functionality of the website. It is hoped a future redevelopment of the website may make the site more user friendly, by improving access to online journal content, and potentially make resetting lost passwords easier for current members. While this is in preliminary stages only, many of the issues people have with the website may be resolved in a simplified, updated version of the site.

Discussion Arising

Josh Connelly wished to advise membership that "During my time as webmaster I received a lot of crude and offensive emails regarding logins, passwords, and all that sort of stuff, and some of you got pretty blunt responses in return. I just wish to remind everyone that we are volunteers, so be nice, and we'll sort it out."

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

The sub-committee will have a chair who reports directly to the President.

The sub-committee will provide written quarterly reports on the activity of the fund.

The sub-committee 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 sub-committee 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.

Discussion Arising

No additional discussion was raised from the floor.

5.12 Social Media

Elspeth McKenzie and Chris Urwin

In 2019 AAA has maintained social media profiles on Facebook and Twitter. This year we have focussed on sharing heritage news from Australia and the Pacific and AAA announcements. Our audiences have grown since 2018. At the time of writing (mid-November) 11,078 people had 'liked' the AAA FB page (FB users who are now following our updates), up from 9,771 in October 2018. The audience for AAA's twitter account risen to 2,919 followers (individual twitter users who follow our account) from 2,631 in October 2018.

From December 2018 until the end of October 2019 we have shared 602 posts (all were identical posts made on FB and Twitter accounts simultaneously). Fewer posts were made compared to last year (768 posts) due to our renewed focus on local heritage and archaeology news. On average, our FB posts reached a significantly smaller audience of 2,077 individuals compared to 2,880 per post last year. Our twitter posts receive an average of 713 impressions, up from 563 impressions in 2018.

Tables 1 and 2 summarise our top 5 posts on both social media accounts across the year to date. Pleasingly, Indigenous Australian heritage and archaeology news has proved very popular with our social media audiences in 2019. Elspeth Mackenzie will be re-nominating for the role of social media officer; Chris Urwin will be stepping down from the role at the 2019 AGM.

Table 3 Summary of Top 5 Posts on AAA's FB Page. Date range: December 2018 – October 2019.

| Post | Total Reach |
|--|-------------|
| A tale of Tasmania's hidden Aboriginal carvings at Preminghana http://ow.ly/WebK30pwci7 #heritagematters /em | 30483 |
| An Illinois museum will return 42 artifacts to Arrernte and Bardi Jawi communities. The museum is the first in the world to return aboriginal artifacts under the Australian Government's Return of Cultural Heritage Project. http://ow.ly/Qms030pD58I #Indigenous #heritagematters /cu | 23096 |
| The small coastal town of Elliston, SA has had a bitter fight over a monument to the deaths of Aboriginal people, and the use of the word 'massacre' http://ow.ly/tEI430mTDHY | 22000 |
| 'This is a very special day for our community'. A huge congratulations to the Gunditjmara community on the World Heritage listing of Budj Bum Cultural Landscape! http://ow.ly/yYj30p4GNe #worldheritagematters /cu | 14839 |
| DNA from ancient Aboriginal Australian remains enables their return to Country http://ow.ly/vYnt30n3fCM #aboriginalaustralia #genetics /em | 14795 |

Table 4 Summary of Top 5 Popular Links on AAA’s Twitter Account. Date range: December 2018 – October 2019.

| Post | Total Impressions |
|---|-------------------|
| Norway has agreed to return thousands of artefacts taken from Chile's Easter Island by renowned Norwegian explorer Thor Heyerdahl in 1956. The collection includes carved items and human bones from the Pacific island. http://ow.ly/xwTn30ofNZO #heritagematters /cu | 8517 |
| You are invited to join us for the AAA Annual Conference, ‘Disrupting Paradise: The Archaeology of the Driest Continent on Earth’ 10–13 December 2019 at Mantra on View, Surfers Paradise. The 2019 Conference website with registration and call for sessions will be launched shortly. | 5222 |
| Have you worked, studied, or volunteered in the field of Australian archaeology in the last 10 yrs? @FLINArchaeology is looking into sexual harassment and discrimination in the field. Participation is voluntary and will take 20-60mins. #MeToo #MeTooSTEM https://qualtrics.flinders.edu.au/jfe/form/SV_4PdVgr4XyCu9Fu5 | 4059 |
| 'If you were to tell anyone from my community that their history extends back 49,000 years, they probably would not be that amazed. Because it would not be news to them.' http://ow.ly/dK1b30oE1Ik #Indigenousarchaeology /cu | 3334 |
| New primary school resource to revolutionise cultural education. “It is vital that we create opportunities for young people to engage with the rich, diverse and enduring heritage of Australia’s First Peoples,” Mr Ritchie [AIATSIS CEO] said. http://ow.ly/6ydl30pgozq #Indigenous /cu | 3062 |

Discussion Arising

The Secretary asked for a motion of thanks recognising Elspeth and Chris for the fantastic work they’ve done in delivering the skills passport.

5.13 State Reports

The Chair advised that State Representative reports would be tabled as part of the AGM. In lieu of verbal reports, the minutes reflect the end-of-year reports as provided by the state representatives.

5.13.1 New South Wales

Doug Williams

2019 was a relatively quiet year for the NSW Representative of AAA. Correspondence and/or requests for information or participation were negligible. Of note was being made aware of the Review of Environmental Factors pertaining to the reburial of the Willandra Lakes Region World Heritage Area human remains collection. The issue was forwarded on to the executive to ensure AAA was able to be in a position to comment on the EPBC referral when it is opened for comment, with the Executive agreeing to call for expressions of interest in working on an AAA response. It is also to be noted that revised criteria for being accepted as an Excavation Director on historic sites in NSW were approved by the NSW Heritage Council in September 2019 and can be found on the departments web site, <https://www.environment.nsw.gov.au/heritage/aboutheritage/histarchpolicy.htm>

5.13.2 Western Australia

Annunziata Strano

2019 has been a busy year for WA. The Murujuga World Heritage listing continues to progress with Environmental Ministers endorsing a Tentative List Submission of Murujuga, supporting its inclusion onto the national 2020 World Heritage Tentative List.

The WA *Aboriginal Heritage Act 1972* review and reform is ongoing. In March 2019, the Department of Planning, Lands and Heritage released a discussion paper for comment. A submission from AAA was drafted by Annabelle Davis and Michael Slack. All submissions are available to the public to view. Once endorsed by the State Government the draft Bill will be released for public consultation. This is expected to take place in Feb 2020.

WA Rep has been supporting the development of the AAA Reflect RAP. Consultation session was planned in October 2019 at UWA, however no members were in attendance. Few comments about the RAP has been received.

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 2019.

5.13.3 Tasmania

Anne McConnell

It has been pretty much business as normal in relation to archaeology in Tasmania over 2018-19. Apart from a submission to the current review of the *Aboriginal Heritage Act 1975*, AAA has not made any specific submissions or been specifically involved in any advocacy or other events during the year (although some AAA members have been involved in their individual capacities).

Highlights and key matters of general archaeological interest for 2018-19 are as follow:

1. Australia ICOMOS Burra Charter 40th Anniversary Celebration in Tasmania.

A reception for Tasmanian heritage practitioners and interested members of the public was held at the historic Hadleys Orient Hotel, Hobart, on 8th October 2019 to celebrate the 40th Anniversary of the Australia ICOMOS *Burra Charter*. The reception featured a panel of four heritage practitioners - Brendan Lennard, Lesley Gulson, David Parham and Jane Harrington. Prof Kate Darian-Smith, Executive Dean and Pro Vice-Chancellor College of Arts, Law & Education at the University of Tasmania was MC for the event, and Anne McConnell spoke briefly on the origins of the Burra Charter.

2. New Statewide Tasmanian Planning Scheme – Still to be Implemented

The single planning scheme for Tasmania (the *Tasmanian Planning Scheme*), provided for through amendments to the *Land Use Planning and Approvals Act 1993* in late 2015, still has not yet come into effect. The delay is due to the complex Local Provisions Schedules that each Council are required to develop. There is considerable concern amongst many, including cultural heritage practitioners, about the *Tasmanian Planning Scheme* as these were drafted with minimal consultation and are designed to provide for greater development at the expense of a range of

values, including Tasmania's historic heritage.

3. Amendments to the Historical Cultural Heritage Act 1995

An *Historical Cultural Heritage Amendment Bill 2019* (to amend the *Historical Cultural Heritage Act 1995*) was tabled and passed in Tasmanian Parliament at the start of August. The amendments were mostly minor administrative changes; however it is of concern that 1. there was no consultation with the public or heritage professionals outside the agency (not even advice that amendments were being made); and 2. that the amendments failed to include longstanding recognised problems which require amendment of the HCHA 1995. In the view of many heritage professionals in Tasmania, the lack of consultation demonstrates a concerning lack of openness, transparency and due process. The primary concern however is the failure to address the HCHA 1995 related problems for the management of the historic archaeological heritage in Tasmania, identified in the 2005 Mackay Act Review and now of concern to practitioners in Tasmania for some 20 years. The tabling of now two amending bills (the other was in 2014) with administrative changes only suggests that the government has little interest in addressing the substantive heritage protection issues (a number of which were evidenced again in early 2019 in relation to the 'salvage excavation' of the Kings Meadows Convict Station – see below).

4. Review of the Tasmanian Aboriginal Heritage Legislation

The Tasmanian Government commenced a major review of the *Aboriginal Heritage Act 1975* in 2019. The Tasmanian government made a commitment for a full review of the Act within three years when it made minor amendments to the *Aboriginal Relics Act 1975* in 2016. There is a general practitioner view that a new Act is required, as the needed changes are significant and cannot be achieved through simply amending the Act. There is also a strong view within the Tasmanian Aboriginal community that significant changes are required, including in relation to the scope of heritage considered and to improving Aboriginal involvement and authority over decision-making about the heritage. The first phase of the review has been the preparation of a Discussion Paper, which was released in May 2019 for public comment on the proposed direction of the Review and to identify key issues. AAA made a submission on this. Feedback received through the first stage of consultation will be used to inform a second Stage of the Review (ie, further consultation) to occur in 2020. Following this, a Review Report will be prepared presenting the findings of the Review and recommendations for revision of the Act. The Review Report is expected to be tabled in Parliament before the end of 2020.

5. Salvage Excavation of the Kings Meadows Convict Station

In November 2018, it came to public attention that one of Tasmania's rare and highly significant convict stations, the Kings Meadows Convict Station, had been partially 'salvage excavated' in association with a land sub-division being approved by the Launceston City Council. It appears that the 'excavation', first made public in the media, was rather last minute and unsupported by a clear, expert review and assessment process. That the excavation could have happened as it did, and the difficulty in getting clarity around how this site, of considerable state significance, was not better protected, is of considerable concern. The matter highlights what have been longstanding recognised problems in relation to the management of historic archaeological heritage in Tasmania, in particular under the HCHA Act 1995, including the need for interim protection for nominated

sites, inadequate processes for considering archaeological heritage, and inadequate archaeological expertise within the state agency

6. Tasmanian Wilderness World Heritage Area Management Planning & Aboriginal Values

In 2009, following a UNESCO reactive monitoring mission to the TWWHA, the World Heritage Committee asked that Australia undertake a comprehensive assessment of the Aboriginal heritage values of the Tasmanian Wilderness World Heritage Area (TWWHA), which at that time were only partially known. Until late 2015, very little new work had been done to further assess the Aboriginal heritage values of the TWWHA. In late 2015 however the Commonwealth government provided significant funding to enable the requested comprehensive assessment to be progressed. To date this funding has been used essentially to review existing data and to plan the approach to the further assessments, but substantive assessment of values has not yet occurred. The Commonwealth funding is most welcome and while the progress with assessments is slow, it has not been of concern until this year when the Tasmanian government commenced preparation of a Tourism Master Plan (TMP) for the TWWHA (requested by the World Heritage Committee in 2016). The concern is that the comprehensive assessment of the Aboriginal heritage values of the TWWHA, which should be fundamental background values data for management, has not been completed. Of particular concern is the assessment of the Aboriginal cultural landscape values that is proposed, but not yet started, as the TWWHA is highly likely to have extensive Aboriginal cultural landscape values which, given their dependence on the integrity of the TWWHA, are highly likely to be impacted by development, including tourism development, of the TWWHA. (Note – a number of ENGOs (eg, TWS, TNPA) are so concerned about the TMP process generally and the likely outcome that they are boycotting the process).

7. Aboriginal Heritage Still at Risk in the Tarkine.

Aboriginal heritage protection in takayna / the Tarkine (northwest coast of Tasmania), part of which includes the National Heritage Register listed Western Tasmania Aboriginal Cultural Landscape, remains a matter of potential concern. The re-opening of these tracks is considered likely to impact Aboriginal sites and the area's cultural landscape values. The matter of the re-opening of the Tarkine area for 4WD recreational use however is still unresolved with the Federal government, who is still (since 2017) to make a decision in relation to the Tasmanian Government's referral, awaiting more information on the impacts to the natural environment before making a decision.

5.13.4 Victoria

Kasey Robb

The Victoria state representative report is summarised below.

1. During July the NEC prepared a submission in response to proposed changes to the Minister's guidelines on appropriate qualifications and experience to be a heritage advisor, and supervising archaeologist in Victoria. The submission considered formal qualifications to work in the heritage industry, whether membership of professional bodies is relevant, whether a skills based assessment should be introduced, and whether evidence of ongoing practice and professional development should be required.

2. The Budj Bim Cultural Landscape, located in the traditional Country of the *Gunditjmara* people, was put on the UNESCO World Heritage List in July. The Budji Bim lava flows provide the basis for a complex system of channels, weirs and dams utilised to trap, store and harvest *kooyang* (eel). At 6,600 years, it is one of the world's most extensive and oldest aquaculture systems. Budj Bim is the first Australian World Heritage site to be listed exclusively for its Aboriginal cultural values.

3. The AAA State representative email inbox received several queries relating to identifying 'mystery' objects and job prospects. The senders were directed to the appropriate resources.

5.13.5 Queensland

Kate Greenwood

Archaeologists working in Queensland would be aware that the Queensland Aboriginal Cultural Heritage Act (QLD) 2003 and the Torres Strait Islander Cultural Heritage Act (QLD) 2003 are in review. A consultation paper was released by the Queensland Government, community and industry consultation meetings were held in nine locations across the state and submissions closed in July of this year. The review focuses on whether the legislation:

* is operating as intended

* is achieving outcomes for Aboriginal and Torres Strait Islander peoples and other stakeholders in Queensland

* is in line with the Queensland Government's broader objective to reframe the relations with Aboriginal and Torres Strait Islander peoples

* should be updated to reflect the current native title landscape.

The review also examines whether the legislation is consistent with contemporary drafting standards. AAA submitted a detailed submission to the review, which can be found here:

<https://www.datsip.qld.gov.au/programs-initiatives/review-cultural-heritage-acts>

Thank you to Annie Ross for doing the bulk of the work on the submission. When the proposed changes are released, this will be passed onto the executive committee.

University of Queensland hosted an interesting forum around the Aboriginal and Torres Strait Islander Heritage Acts review which was well attended by archaeologists, academics, Traditional Owners and heritage practitioners.

The Queensland representative has been assisting with the AAA RAP.

Queensland is excited to be hosting AAA conference on the Gold Coast this year and has been assisting with Aboriginal Cultural Heritage Body contacts.

We have had a few enquiries from people interested in studying archaeology and one from a school wanting an archaeologist to visit.

We also received an enquiry about a potential breach of the AAA code by a Queensland archaeologist that was passed onto the executive committee.

5.13.6 South Australia

Clara Santilli

No report submitted.

5.13.7 Northern Territory

Malcolm Connolly

No report submitted.

5.13.8 Australian Capital Territory

Tristen Jones

No report submitted.

5.14 Subcommittees and Special Forum Reports

5.14.1 Australian Humanities Forum

Jacqui Tumney

On behalf of AAA, on 20 February I attended the inaugural Australian Humanities Forum held by the Australian Academy of the Humanities. This event was the first in a series of events that will be taking place over the year to celebrate the 50th anniversary of the Academy.

Key points

- Need to encourage and promote collaboration between disciplines:
 - Cross-promotion (and sponsorship) of events
 - Collation of data
 - Improve ability to advocate on short notice
- Forum may become an annual event
- Potential actions for AAA:
 - Provide contact for mailing list
 - Consider collaboration with AAH in relation to 50th anniversary Mulvaney event at conference.

The forum was promoted as an opportunity for Australian humanities organisations (Table 1) to come together to “discuss the current state of the humanities in Australia, exchange ideas, and to consider future collaborative activities that might collectively advance the interests of our disciplines and better illuminate their contribution to national life”. The main motivation for the forum was to encourage greater collaboration between disciplines, partly through raising the profile of the Academy while at the same time eliciting feedback and suggestions as to how the Academy can become more relevant.

Table 1: Organisations represented at the forum

| | |
|--|---|
| Asian Studies Association of Australia | Australasian Association of Digital Humanities |
| Australasian Association of Philosophy | Australasian Consortium of Humanities Research Centre |
| Australasian Society for Classical Studies | Australasian Society for Continental Philosophy |

| | |
|--|--|
| Australasian Universities Languages and Literature Association | Australasian and New Zealand Association for Medieval and Early Modern Studies |
| Australian Archaeological Association | Australian Historical Association |
| Australian Linguistics Society | Cultural Studies Association of Australasia |
| Deans of Arts, Social Sciences and Humanities | Languages and Cultures Network for Australian Universities |
| Religious History Association | Society for the History of Emotions |

Each organisation was asked to share their top three priority issues. Many organisations were in some way focused on the promotion, expansion or support of their discipline. Membership diversity was a key concern for most of the organisations; another common theme was the increasing casualisation of the workforce along with the precarious future of, in particular, ECRs. The latter issues highlight that the majority of organisations that were present operate within the space of research and academia, rather than industry, business or general public.

Concerns of organisations were broadly consistent with the key projects/pillars of the Academy:

- Workforce concerns: gender, diversity, casualisation, ECRs; need to embed humanities to promote skillsets needed in changing world
- Research infrastructure, advocacy
- Profile necessary for lobbying, intervention, etc, regarding arts and culture policy

The day's proceedings were divided into three main sessions, outlined below.

Future Humanities Workforce project

This project aims to enhance understanding of humanities workforce and identify programs, policies, interventions, etc to address issues. A consultation paper is due soon, to be followed by targeted workshops.

Discussion arising:

- Specific organisations are probably better placed to garner information about/from ECRs, casuals than the Academy
- Concern about loss of information about/separation of non-research workforce
- Lots of work already undertaken into 'digital literacy'; humanities perspective should be critique of agenda rather than technical
- ARC funding structure contributes to casualisation and weakens teaching; subtle but long-term effects, needs review

Policy and Research

Long history of disproportionate lack of funding for humanities. We need to continue to engage in policy-making processes and discussion; need to continue to have a seat at the table, even if it seems ineffective at the time – earn respect, secure inclusion, develop positive contributions, identify gaps, demonstrate benefits

Example of policy development in relation to language education – 70+ reports into language education since 1970s. Implementation ineffective, unsustainable – why?

Why aren't we more effective as a collective in our advocacy?

Discussion arising:

- We need to be prepared to engage with policy, rather than fear it
- Also, should engage with STEM, industry, business, etc rather than seeing them as enemies
- It is important to pitch arguments depending on funding body (eg federal vs state, engage with individual politician vs bureaucracy and policy-making bodies)

Communications and Advocacy

Communication strategy of the Academy:

- Promotion of HASS – contribution to challenges of the future; Academy needs reputation and relevance to engage; can partner with those with power, legitimacy, urgency
- Several steps as part of 50th anniversary
 - Strategic reinvigoration (internal)
 - Public engagement (series of events across year in various states, partner events with different organisations, online '50 discoveries')
 - Seen as catalyst to work on communication, with pilot communications strategy to commence in 2020

Example of philosophy initiative – aim to build public understanding and consensus on the value and contribution of philosophy, using online case studies highlighting workplace skills of philosophy graduates

Next steps:

1. Information sharing
 - a. Sign up to each other's newsletters, group emails
 - b. Cross-promotion of events
 - c. Sharing of statistics
2. Make forum an annual event? Following Academy council meeting, in a different city each Feb
3. Partnership for events (sponsorship?)
4. Joint advocacy, collaboration, cooperation, coordination

For AAA:

- Provide appropriate email address to go onto mailing list?
- The Academy would potentially like to be involved in some way with the AAA conference, in association with the 50th anniversary of Mulvaney's Prehistory of Australia, given that Mulvaney was a founding member of the Academy 50 years ago

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

Georgia Roberts and Melissa Marshall

Well, what a year ANCATL has had!

This year we are very proud to launch the first iteration of the *Australian Archaeology Skills Passport*. In the same way that a passport shows where you have been on your travels, so too does a skills passport; it provides a record of your journey through your archaeological training. It also offers advice on the next steps in your professional journey.

The passport is based on the highly successful UK model developed by David Connolly. Our approach has been consultative, broad-scale, integrative and discipline wide. Informed by the continuing skills

gaps identified in ANCATL’s Profiling the Profession surveys, the passport provides greater transparency to trainers, students and employers on what practical skills are needed within the discipline and when and how these are to be provisioned.

We have had enthusiastic backing of the project from all professional archaeological associations within Australia, with AAA, AACAI, ASHA, AIMA and AAIA all indicating their support. With support from AAA, ANCATL co-chair Georgia Roberts attended both the National Archaeology Student Conference and the annual conference for the Australasian Society for Historical Archaeology in October this year to discuss the passport, with both events providing excellent opportunities to consult with a broad range of stakeholders and answer questions. Nearly all Australian universities offering a major in archaeology have indicated that they see value in the project and would recommend using the passport to their students. We have also had extremely positive feedback from Traditional owners about the implications for the passport.

The passport will be available in both hard copy and open access digital form. Digital *skills sheets* will be housed online on the Australian Archaeological Association website, providing guidance on how a candidate is to be assessed for each skill within the three tiers of experience: that a skill can be completed under *full* supervision, *moderate* supervision, or *no* supervision.

We have chosen to divide the skills list into two groups: Group A skills are those which a graduate is expected to have had at least some initial experience in upon entry into the workforce. Group B skills are those which can be targeted for Professional Development. The skills list for the 2020 edition is provided in Table 1. It is envisaged that the skills list will be reviewed every five years on the same schedule as the Profiling the Profession surveys and we intend to update the list in accordance with the results to ensure that the passport stays relevant into the future.

In addition to the passport, ANCATL will also be launching a fully revised and updated version of the National Archaeology Benchmarks, a project led by Wendy Beck (UNE). We originally intended to launch the 2020 version at AAA2019, however due to the delayed release of the 2018 AQF Review, we have decided to postpone until early 2020 so that these results may be included. We anticipate that this may help clarify the differences between AQF bands 8 and 9 – an issue identified for the archaeology benchmarks in differentiating outcomes for honours, graduate certificates and taught masters degrees.

A new Profiling the Profession survey is also scheduled for release in early 2020, led by Sean Ulm (JCU) and Geraldine Mate (Queensland Museum). The survey has now been finalised after review and testing of the survey instrument by members of the ANCATL committee an ethical clearance by the JCU Human Research Ethics Committee. Please complete this survey and encourage others to do so too!

Table 1: The skills list for the 2020 edition of the Australian Archaeology Skills Passport.

| GROUP A SKILLS | GROUP B SKILLS |
|------------------------------|---|
| Excavation and survey | Field Skills and technical equipment |

| | |
|---|---|
| Awareness of site types and distribution | Geophysics and remote sensing |
| Built heritage survey | GIS, spatial analysis and data management |
| Excavation trench layout | Physical site conservation and management |
| Field recording | Rock art analysis |
| Geomorphology and site formation processes | Professional Skills |
| Principles of excavation | Heritage management planning |
| Principles of field survey | Policy development |
| Rock art recording | Project management |
| Site safety | Significance assessment |
| The use of excavation hand tools | Statistical analysis |
| Field Skills and technical equipment | Teaching/training |
| Artefact recovery, cataloguing and storage | Laboratory skills |
| Data entry and archiving | Archaeobotany |
| Dumpy and staff | Ceramic analysis |
| Global Navigation Satellite Systems | Conservation of artefacts |
| Historic artefact identification | Dating techniques |
| Lithic artefact identification | Glass artefact analysis |
| Map Reading | Human skeletal identification and analysis |
| Photography | Lithic artefact analysis |
| Sample collection procedures | Metal artefact analysis |
| Section drawing | Microscopic sediment analysis |
| Site plans | Osseous and shell technology identification |
| Total station | Residue and use-wear analysis |
| Professional Skills | Small finds analysis |
| Analytical writing | Zooarchaeology |
| Collaboration | |
| Cultural awareness | |
| Desktop assessment | |
| Stakeholder engagement | |
| Working knowledge of relevant legislation | |

What is planned for 2020?

So, where to in 2020? We have already begun discussions with AACAI about the potential for integrating training opportunities into existing university student societies and we will be continuing to develop this next year. Over 2020, we plan on initiating the next phase of the passport project – developing a series of short, online videos which will cover a broad range of subjects. These may include:

- What is archaeology?
- What kinds of archaeological sites do we have in Australia?
- Indigenous archaeology from the perspective of Aboriginal archaeologists.
- What are some of the big questions that we are trying to answer?
- How does radiocarbon dating work?
- etc...

We envision that these videos could ultimately be accompanied by lesson plans suitable for primary and secondary school settings in line with National Curriculum learning outcomes. These could be used to complement events such as National Archaeology Week to further promote archaeology to the broader public, increasing knowledge of rich and complex national heritage.

Through the many discussions that we have had with the broader archaeological community this year revolving around the teaching, learning and training of archaeology, we feel strongly that we are at a nexus of change. Some 40 years on from the first national conference on teaching and learning – the second AAA conference in 1979 – there is again broad scale, discipline wide recognition of the same issues and a desire to do something about them. We are now in the unique circumstance of having in place a national framework around which we can begin to implement these changes. The combination of the longitudinal surveys, the benchmarks and the passport provide a level of transparency for all stakeholders which has not previously been achieved in Australian archaeology. Students can now clearly see what skills are expected of them by the time they enter the workforce; employers can see what skills gaps they will need to target through training opportunities with volunteers, student societies and recent graduates and teachers can see where they can supplement course content to meet these needs.

This process of change will be slow. However, within the next five to ten years, we feel that we will begin to see the fruits of our ongoing collaboration as a community in training future archaeologists to better meet the needs of a rapidly changing discipline. These changes will not happen without the ongoing support from all sectors of our community. We all have a role to play, and ANCATL is very much looking forward to continuing this journey with you all.

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Discussion Arising

The Chair asked for a motion of thanks recognising Georgia, Mel, and the ANCATL committee for the fantastic work they've done in delivering the skills passport.

5.14.3 AAA Ethics Committee

Lara Lamb, AAA Vice President and Ethics Subcommittee Chair

Ethics Subcommittee Report December 2019

When I presented my Vice President's report at the 2018 AGM, I proposed along with the Preamble to the code of Ethics, some small structural changes. To that end I was elected to the Chair of the

Ethics Subcommittee and with other members Luke Godwin, Christopher Wilson and Annie Ross reconfigured a number of areas in the Code (marked up document and clean document tabled):

- Renamed the 'Forward' 'Principles Relating to the Association'
- Moved 1.2 into section 2 (now 2.5)
- Moved 1.3 into section 3 (now 3.1)

In addition to these minor structural changes, we propose to directly quote a number of sections of the AIATSIS Guidelines for Ethical Research in Australian Indigenous Studies (GERAIS):

- Section 2.6 would read: Members will “Show or distribute restricted material only with express permission from those who provided or are responsible for it. Consider the impact of disclosure on the wider cultural source group, and whether wider consultation is required prior to disclosure. This is particularly relevant where first disclosures and publications are likely” (AIATSIS GERAIS, p. 8).
- Section 3.5 would read: Members acknowledge Indigenous approaches to the interpretation of cultural heritage and to its conservation. “Aboriginal and Torres Strait Islander peoples have distinctive languages, customs, spirituality, perspectives and understandings that derive from their cultures and histories. Research that has Indigenous experience as its subject matter must reflect those perspectives and understandings” (AIATSIS GERAIS, p. 8).

For consideration going forward:

AIATSIS has recently undertaken a review of GERAIS and in early 2020 proposes to adopt a Code of Ethics <https://aiatsis.gov.au/research/ethical-research/aiatsis-code-ethics>

- The table on page 5 of the consultation draft suggests that the sections with new or augmented content are 1.5, 2.1, 2.3, 2.4, 2.10, 2.11, 3.2, 3.3, 4.1, 4.2, 4.3

In responding to this document, Peter Veth, Caroline Bird, Michael Slack and others made a number of points (document **Comments on the Revised Guidelines for Ethical Research in Australian Indigenous Studies** is tabled):

- That **our membership is diverse** and “includes undergraduates, graduate students, academics engaged in research in the University/TAFE sector, museum professionals and consultants. There are Indigenous archaeologists and a significant number of ATSI heritage officers around the country.”
- That the “**likely engagement** of these groups with Aboriginal people in a research context is **comparably diverse.**”
- That “the guidelines read as if **there is a general assumption that researchers are well-advanced in research and management pathways** and always well-resourced. They need to take **sufficient account of the full diversity in the types of engagement required** by

different disciplines and research programs, and the capacity of individuals and institutions to support researchers.”

- That “many of our members are also engaged in applied research in heritage consultancy and are **subject to commercial and time constraints**, as well as **protocols established by proponents in land use agreements** over which researchers themselves may have very little control.”
- That “the **outcomes of research are not always predictable**, and this is equally true of archaeological research. Consequently, it can be difficult to specify tangible benefits for Aboriginal groups or to promise particular outcomes.”
- That “this need for clear recognition of diversity means that **there may be insufficient specific advice provided to assist researchers in developing projects that conform to the Code**. Similarly, ethics committees may have difficulty in mobilising the principles when reviewing projects. There is a risk that the guidelines will be interpreted in a prescriptive way and have unintended consequences in discouraging research, particularly by students and early career researchers.”
- That “**Archaeological material is not mentioned**. Cultural heritage is discussed under Section 1 in relation to Indigenous cultural intellectual property (ICIP), where ‘cultural objects’, ‘historically significant sites and burial grounds’ and ‘connections to land, waters, natural resources and ecologies’ are all specified. Elsewhere in the guidelines, heritage seems to be used primarily to refer to ‘intangible cultural heritage’. While ongoing archaeological field research can clearly be seen in terms of connections to country – and commonly today is conducted collaboratively with local Aboriginal communities under research agreements and contracts – the guidelines with regard to archaeological material more generally are not clear.”

However, I note that in Part B, p. 3 *A Guide to Applying the AIATSIS Code of Ethics*, the document reads “This guide provides advice for applying the principles in the AIATSIS Code of Ethics and is structured by research stages. The best ethical research practice occurs in the partnership, design and planning stages of a project. **However, this option is not always available to researchers who are, for example, working on a project partially completed or one with strict funding conditions. [In] acknowledging this, Part B provides practical information on how researchers may apply the principles in four main stages of their research.**

- Does the inclusion of this statement allay some, if not all concerns raised above by AAA? Discussion?

When the final AIATSIS Code of Ethical Conduct is released in 2020, the subcommittee proposes that we:

- Re-examine the statements that we propose including from the current GERAIS, to ensure they are still in use.

- Revisit the general statement in 3.1 that “AAA endorses and directs members to the current guidelines for ethical research with Indigenous parties published by the Australian Institute of Aboriginal and Torres Strait Islander Studies (<http://www.aiatsis.gov.au/research/ethics/GERAIS.html>)”. If the concerns summarised above still stand once the final document is released, consider instead linking to and endorsing Part B of the Consultation Draft *A Guide to Applying the AIATSIS Code of Ethics*.
 - In considering these issues, the subcommittee would consult with or co-opt the authors of the tabled document **Comments on the Revised Guidelines for Ethical Research in Australian Indigenous Studies**.

Discussion Arising

Susan Thompson queried if it would be possible to review the revised draft of the Code of Ethics, as she did not receive a copy via Mailchimp. She pointed out that the revised Code of Ethics is not on the AAA website.

Dave Johnson pointed out that the AIATSIS code of ethics is a guideline for ethical research for working with Indigenous communities. The basis of the code is that no harm should be done to the communities. The AAA code needs to have input from Indigenous communities, which it does not seem to thoroughly have at this time.

Annie Ross suggested that a way forward is to put the draft AAA Code of Ethics up on the AAA website and we call for people to make email submissions in regard to the Code of Ethics, perhaps by a March 31st 2020 deadline and it would allow the subcommittee time to go through all the comments.

Peter Veth spoke that he strongly supports everything said, and he agrees it (the code of ethics) requires substantial input from many indigenous stakeholders and the AIATSIS document is a guide used across Australia.

5.14.4 Archaeologists for the Barka Darling

Doug Williams

The Archaeologists for the Barka-Darling group did not meet during 2019, but its main achievement at the time of writing has been the organisation of the 2019 AAA Conference Session ‘A River is More Than An Amenity, It Is A Treasure’. This session has drawn together 18 papers for a full day theme at the 2019 conference. In addition the group will meet on the day before the conference in order to strategise and plan its progress through 2020.

Discussion Arising

Doug William additionally advised that due to an email glitch, he lost some of the email addresses of folks interested in joining the subcommittee.

Badger Bates spoke about the importance of archaeologists working together with Aboriginal communities to protect and save the environment and heritage of the Barka Darling. He also expressed his willingness to work together with archaeologists interested in his country.

No additional discussion was raised from the floor.

5.14.5 National Archaeological Week 2019

Fenella Atkinson

The state and territory co-ordinators were Natalie Hart and Jodie Green (Tas), Antoinette Hennessy (SA), Helen Nicholson (NSW), Caroline Spry (Vic), Annunziata Strano (WA), Paddy Waterson (Qld), and Duncan Wright (ACT). Rebekah Hawkins and Jacqueline Matthews managed the social media accounts, and Luke Kirkwood looked after the website.

In 2020, Helen and Paddy will step down, and Ngaire Richards and Jacqueline Matthews have agreed to take on the roles of NSW and Qld co-ordinator respectively. Thank you so much to Helen and Paddy from all of us, and welcome to Ngaire and Jacq!

Events

NAW 2019 ran from 19 to 25 May, and we promoted 60 events as part of the week (compared to 49 in 2018). For those for which we have data, attendance was good, and a few were booked out. Several events were cross-promoted from the Australian Heritage Festival and Pint of Science. There were events in all states and territories with the exception of the Northern Territory. Most of the universities with archaeology departments were involved, and several museums. There were a couple of online events, and a couple with podcasts made available afterwards.

In Victoria, Caroline Spry worked with the Melbourne Museum to develop a program of events that ran for the whole week. In the ACT, after several years with no co-ordinator, Duncan Wright worked with the Canberra Archaeological Society to organise and/or promote three well-attended events.

There were at least four school visits by archaeologists during NAW (not promoted as part of the public program); three in NSW and one in Queensland. Two additional requests for school visits were made through the request form on the AAA website – one in Queensland and one in NSW.

NAW 2020 will run from 17 to 23 May.

Social media and website

Due to problems with the old website, a temporary website was created for 2019 (www.archaeologyweek.org). This will remain in use until the problems are resolved, but ideally we will revert to the original domain name (www.archaeologyweek.com). There were 1,649 visits to the website in May, peaking at the start of NAW.

As at 15 November 2019, we have 1,687 followers on Facebook (up by 236 from late 2018), 763 on Twitter (up by 168), 423 on Instagram (up by 145). FB posts with particularly high reach (>1k) included the notice two weeks before the start of NAW, some of the state listings in the lead up, and the NSW bake off, the WA junior archaeologists day, Radio National 'Can you dig it' with Craig Barker and Iain Stuart, and the Lego Classicist figure of Rhianna Patrick. Several individual archaeologists, along with associations, universities, museums and companies (to my knowledge) joined in via social media.

The hashtag for 2019 was #2019NAW and for 2020 will be #2020NAW.

Media

Media coverage of which we are aware:

- ‘The Australian Heritage Festival is nearing: Here’s why it matters’, Toorak Times, 10 April 2019
- Evenings with David Astle, ABC Radio Melbourne, 6 May 2019 – interview with Caroline Spry (Victorian co-ordinator)
- ‘Port Macquarie Museum will host Lake Innes history talk during Archaeology Week’, *Port Macquarie News*, 16 May 2019
- ‘What to do in Victoria this Weekend and beyond’, *Herald Sun*, 17 May 2019
- Can You Dig It? ABC Radio, 19 May 2019 - Rhianna Patrick with Dr Craig Barker and Dr Iain Stuart
- Hanna Mills Turbet, ‘Trash or treasure? Artefacts found near Queen Vic Market’, Melbourne Express, *The Age*, 23 May 2019
- ‘Archaeological gems found near Queen Vic Market’, *Mirage News*, 23 May 2019
- ‘Archaeology more down to earth than high adventure of Indiana Jones’, ABC Brisbane, 23 May 2019 – profile of Nick Hadnutt (curator at Queensland Museum)

Discussion Arising

The NAW report was tabled in the minutes and no further discussion was presented at the AGM.

5.14.6 National Scientific Committee on Rock Art Australia (NSCRAA)

Jo McDonald, AICOMOS, Chair NSCRAA, September 9 2019

Membership: In the last year we have had five new members join the NSCRAA: Steve Brown, Sharon Hodgetts, Melissa Marshall, Liam Brady, Gerard O’Regan.

Meetings: A meeting of the NSCRAA was held on 1 December 2018, in Auckland (during the joint Australian Archaeological Association and New Zealand Archaeological Association conference “Trans-Tasman Dialogues” held at Auckland University).

This was attended by 12 people, with a variety of membership categories:

| Name | AICOMOS | AAA | NZAAA |
|-------------------|---------|-----|-------|
| Jo McDonald | ✕ | ✕ | |
| Steve Brown | ✕ | ✕ | |
| Sharon Hodgetts | | ✕ | |
| Carney Mathieson | | ✕ | |
| Sally May | ✕ | ✕ | |
| Patrick Harsveldt | ✕ (NZ) | | ✕ |
| Ursula Frederick | | ✕ | |
| Gerard O’Regan | ✕ (NZ) | | ✕ |
| James Flexner | ✕ | ✕ | |
| Sven Ouzman | | ✕ | |
| Irina Ponomoreva | | ✕ | |
| Brigid Hill | | ✕ | |

Apologies were received from Sharon Sullivan, Peter Veth, Liam Brady, Paul Tacon

Finances: The NSCRAA sought financial assistance (a grant of \$5,000) from AICOMOS for sponsorship of Indigenous participants at the Rock Art Symposium to be held at Griffith in December. This was granted! A full report will follow our next meeting.

Australian related Publications: none

Cooperation with external agencies: After discussion amongst several members of AICOMOS and NSCRAA was decided that Jo McDonald would represent Australia as the voting member on the ICOMOS International Scientific Committee on Rock Art. This nomination was lodged in July 2019.

Future activities: We are hosting a Rock art Symposium at Griffith University in Queensland, to coincide with the annual AAA conference (this year being held on the Gold Coast). This will be the venue of our next NSCRAA meeting.

<https://www.griffith.edu.au/griffith-centre-social-cultural-research/place-evolution-and-rock-art-heritage-unit/rock-art-histories-symposium?fbclid=IwAR2QTM Rus5v-jKYVTiWppYHxokDKWrqrXUhZI98LK59vKbetoBnl2An0DSc>

Operating Charters and relationship to Burra Charter:

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

Recording rock art ahead of the Deep Gorge Boardwalk installation, in July 2019, Murujuga National Park. Photo by Sara de Koning, CRAR+M UWA database:



Recording rock art and associated occupation evidence in Deep Gorge, in July 2019, Murujuga National Park. Photo by Patrick Morrison, CRAR+M UWA database:



Discussion Arising

No additional discussion was raised from the floor.

5.14.7 Student Research Grant Scheme Subcommittee

Jane Balme, Tiina Manne, Daryl Wesley and Peter White

In 2019 the Student Research Grant Scheme (SRGS) received 12 applications for funding from students at eight different Australian universities. Applications were received from students enrolled in PhD, Masters by research and Honours programs. All applications were well prepared, and we express our gratitude to the applicants for following the guidelines and producing applications of such a high standard. The SRGS committee believed 11 of the applications deserved funding, and the NEC approved a total of \$14,297 to be awarded in 2019. The funding has helped to support research across Australia and the Pacific. We thank the AAA national 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 2019 applicants were:

- Katie Benfield (University of Western Australia)
- Sarah Collins (James Cook University)
- Joshua Connelly (James Cook University)
- Caitlin D'Gluyas (University of New England)
- Calum Farrar (University of Queensland)
- Robert Jones (Flinders University)
- India Logan (University of Queensland)
- Kim Newman (Griffith University)
- Jordan Ralph (Flinders University)
- Clara Santilli (Flinders University)
- Craig Westell (Flinders University)

Discussion Arising

No additional discussion was raised from the floor.

5.14.8 AAA Auditors Report

Aaron Fogel advised that the annual Auditor's report was not received in time for the AGM.

Motion from Michael Slack (the Chair):

"That the AAA officer, representatives, and subcommittee end-of-year reports be accepted as discussed and tabled in the AGM minutes". Motion passed by unanimous affirmation.

6 Appointment of New AA Editorial Board

President Michael Slack advised that for some time we have known that Sandra and her team are stepping down from their roles as journal editors at the end of 2019. In response, the NEC commenced a search at the start of 2019 for a new editorial team. In January, we sent out a call for expressions of interest in the journal, we received one complete expression of interest that satisfied the criteria that we sent out, and that was from Annie Ross and Sean Ulm whom have edited the journal together in the past. Their expression was reviewed by the NEC, and also by the current editorial team, and we were all very happy with the content of their proposal, and the NEC accepted it.

Michael spoke that "Their vision for *Australian Archaeology* was is was is to continue to build AA's national and international profile and ranking performance, to take a broad approach to the scope of research considered by the journal and to include at least one current anthropology style research paper plus expert comments each year. They also wish to develop a mentoring program to encourage early career researchers with a special focus on Aboriginal and Torres Strait Islander to submit papers to AA as well. So the team consists of Annie and Sean, and in due course, they plan to co-opt appropriate people to the following positions associate editor, short reports editor, book review editor and an editorial assistant. Now, to do all this, they provided a budget of remuneration for the association. That budget is \$20,000 per annum. Bearing in mind we are already providing up to \$10,000 of editorial assistance under the current scheme. This is only an additional \$10,000 from the membership. I think it's extremely generous of them to do it for an additional \$10,000. In the current environment, it's an incredible amount of work, because that proposal is basically \$10,000 for an editorial system based of JCU and \$10,000 for an honorarium for an unwaged editor. There's also an increase in salary contribution for the JCU editor that doesn't appear there which has worked out at almost \$50,000 being kind contribution back to AA. And so \$20,000 doesn't in anywhere near remunerate these guys for the proposal they put in."

On behalf of AAA, the NEC sent Annie Ross and Sean Ulm a letter on 11 August 2019, accepting their proposal on behalf of the Association. Given that they were the only proposal set by the criteria, it wasn't a hard decision to make. To ensure there are other editorial interests, I ask if there are nominations from the floor at this stage? <No responses from floor>.

“Since there are no other nominations, the journal editor will be elected unopposed. The new editors will take over the journal by casual vacancy at this AGM. The term of the editorship is two years, with an option to extend for two additional years, subject to annual election at the AGM. The remuneration of \$20,000 per annum will be provided to the editors, subject to the ongoing profitability of the association. This is to be reviewed after two years. The editors have been given freedom from interference from this and future national executives with respect to the selection of the editorial advisory board members and reviewers. The editors will be given the lead in future negotiations, with input from the incoming AAA President and Treasurer only, concerning financial decisions. And I think importantly, as well that the AAA social media is to report through the journal as well, so we can get our message of the journal out to the broader public.

“At the moment, AAA is going to have around \$350,000 in the bank within the next few months. We can whittle that away, but we have another proposal as well that we invest those funds. And I think that proposal of a low risk investment will provide the funds required for the editors. So hopefully AAA will remain in a cash neutral position moving forward.

The Chair then asked if there were any questions from the floor that people want to ask of this proposal?

Anne McConnell raised concern that if we start paying honorariums for the journal, will we look at paying for other executive positions? Michael Slack responded, “No, that is not on the table at this time, but we cannot speak for future executives.”

Motion from Michael Slack (the Chair):

“The offer of Ulm and Ross as editors of Australian Archaeology is accepted subject to the conditions of the letter of the President dated 11 August 2019.” Moved from the Chair: Michael Slack.

Motion passed by unanimous show of hands.

7 AAA Reconciliation Action Plan

The Chair provided a background to the proposed motion noting that in 2018 AAA commenced on a long overdue process of starting our own RAP and working more generally on improving ways in which AAA collaborates with Indigenous communities to recognise and celebrate Aboriginal culture. The chair outlined that we started this process at last year's AGM where we approved a widespread consultation process commencing with Indigenous groups. In March this year, we commenced on the consultation. We sent emails out to over 1,000 agencies, I went and did workshops with various people that responded. This included the AIAA.

I note that this RAP presents the very early stages of AAA journey to reconciliation, but that its right that we're doing it. We don't have grand ambitions for this RAP we do have ambitions building on from this. This first stage is quite a basic, but includes the development of a MOU between the two associations (AAA and AIAA) moving forward in 2020, which I really hope will mark the beginning of far greater collaboration between these two associations and what's really needed here today.

Following the Indigenous consultation phase, I took the RAP to the membership and a series of workshops. I ran them in Adelaide, Dampier, Perth, Brisbane and Cairns. They weren't that successful, and they weren't well attended. On this basis I decided not to spend any more of the Associations money on doing this. We were given \$15,000 in consultation funds. We have spent approximately \$2,000.

Yesterday I ran a final workshop at the conference to give everyone a final opportunity to look at the RAP. It's been out with the reports as well for the last month. There has been feedback from yesterday; when you get to a conference suddenly everyone wants to say something just before you come to an AGM, and that's fine. Generally, feedback was really constructive. There's some criticism, there's some holes that we see there, but I think we need to remember that the RAPs aspirational and we may not achieve all the targets in this RAP but we're going to learn some lessons by doing it and I think what we really need to do and at that of that should also say with co-opted a number of people that were had some really good ideas.

On the basis of the work undertaken I recommend that the membership endorse the RAP plan as it is. And let's get to work on achieving these targets and making a real positive difference in AAA. I really want to start this off as work towards the moving on to the next stage on this sort of RAP to have a combined rap with the AIAA moving forward in 2021. I'm not going to go into any more detail on it. I'll open up to the floor if anyone has any comments or discussion at this stage.

Dave Johnson – “Michael, thank you very much, folks we are we had a session as part of the Australian Indigenous Archaeologists’ Association, and it included all our members and all our districts who wanted to attend. One of the things we certainly support on AAA moving forward with the RAP and commend this first phase of work. What would like to do is offer and go forward with here is volunteer the 28 indigenous members who were present at the meeting to work with AAA on the next phase of the RAP. For anyone who knows Reconciliation Action Plans and reconciliation Australia, there are various levels and tiers that you can achieve, and we suggest that since AAA is an organisation that works closely with indigenous peoples, then we should have a RAP that represents a higher tier of engagement and appropriate working relationships. We may not be able to do this in this first instance. We would like to volunteer our services to be on a committee that takes our AAA RAP to the second highest tier. So I'll leave it at that...we would like to volunteer AIAA’s services and we offer our support where the RAP is now, but we would very much like to continue to work on it over the next year, or however long we need to get the RAP to the next tier and would ask all our members to support this that we are on board with you to do that.”

Michael Slack – “I'd really like to have all AAA members thank Dave and AIAA for its support and pledge to assist with the continued improvement of the RAP.”

<Unanimous applause from AAA members>

Dave Johnson – “We’d like thank Kate Greenwood as well for being an intermediary between AAA and AIAA.”

Motion from Michael Slack (the Chair):

“Can I move that the first AAA Reconciliation Action Plan is endorsed by the meeting, subject to annual review and continued development by the RAP committee.” Moved from the Chair: Michael Slack. Motion passed by unanimous affirmation.

8 AAA Constitutional Review and Proposed Changes

Boone Law – “To be very brief about this, there's the Associations and Corporations Act 1991, I mentioned we found out late in the year about this change and discovered it our advice from the ACT Government is there's going to be substantial changes to our Constitution. For the sake of efficiency and time, we didn't want to keep you in here for four hours tonight to go over these changes in detail. But the changes are going to involve writing job descriptions for all of the officers of the Association, and the changes are going to involve writing a whole new constitutional section on dispute resolution procedures, as well as formal resignation procedures for national executive committee members that are different than for normal membership. I'm going to leave this conversation here, but what I want to advise is that these changes are coming, and the association is going to have to make these changes early in the new year. I've already been working with the public office and other NEC members to draft constitutional changes. We will be sending drafts of the changes through for member comments in early 2020. You will be able to email the Secretary comments and we will incorporate your changes as necessary. We may have to call an extraordinary meeting to pass the changes, in order to compliant with the ACT government by the end of February.”

Anne McConnell – “Do we have the capacity to vote with an electronic means rather that meet in one place?”

Michael Slack – “Yes, we will vote electronically, as we will not be meeting in one location to pass the changes.”

<End of Discussion>

9 AAA Code of Ethics

Michael Slack – “Lara, do you have anything you wish to add to the Code of Ethics discussion that was not raised in your report earlier?”

Lara Lamb – “I just want suggest that I think that, as Boone just said, part of the new rules of the association involves writing grievance procedures into the constitution and the Code of Ethics refers to those procedures in the preamble. So just want to reassure you that we're now we're looking at procedures to put in place for grievance and dispute resolution.”

<End of Discussion>

10 AAA Code of Conduct

Michael Slack – “We’ve spoke a lot about the Code of Conduct this this week... But to quickly reiterate, in relation global developments, we thought it necessary to develop a code of conduct for conferences and AAA events. We borrowed our Code of Conduct from the R Statistics computer programming platform, and the R Statistics folks gave us permission to manipulate the code for AAA purposes. AAA used their draft as the basis of our Code of Conduct and we engaged solicitors to develop the code of conduct to ensure it was done properly. The NEC endorsed the Code of Conduct for the 2019 conference. We hope the membership are all happy with it as well.

Motion from Michael Slack (the Chair):

“Can I move that the new AAA Code of Conduct is used in perpetuity for all AAA conferences and events, subject to annual review by the Code of Ethics subcommittee.” Motion passed by unanimous affirmation.

11 Appointment of Auditor

Michael Slack – “We have identified a new auditor for AAA. His name is Peter Kinean.”

Motion from Michael Slack (the Chair):

“Can I move that the AAA will engage the services of Peter Kinean and new auditor in 2020.” Motion passed by unanimous affirmation.

12 Remuneration of Servants of the Association

Michael Slack – “No office bearers of the AAA National Executive Committee received any remuneration for services rendered to AAA.”

<End of Discussion>

13 Other Business Arising

13.1 AAA Ethical Investment Managed Fund

Michael Slack – “The NEC has investigated, via my accounting firm, various methods of ensuring AAA is properly investing a large chunk of money that we have sitting in a bank account earning very little interest. I’ve had discussions with financial advisors around medium to low to medium interest managed funds, all of which are of an ethical investment nature. The NEC has received a full investment proposal from the financial advisors, and what we’d like to do at this AGM is get an endorsement of the sum of money AAA is willing to invest into a managed fund. I open this discussion to the floor.”

Peter White – “What do you mean by ethical.”

Michael Slack – “I think most of the majority in this room would rather not have extreme profit, and rather have ethically invested funds. This association is not about making money, but we were in the

strange position of having made money, and now we want to make sure we don't lose it. We've looked at this for a while now, and with view to the Ulm and Ross editorial proposal, and we just want to invest money and make a return to assist covering editorial costs for now and see how it goes. We can we can lock into this fund in a one-year or two years. And what I'd like the AGM to consider as a motion is to allow the NEC to spend up to \$150,000 dollars to invest into this fund. In doing so, we aim to get a return of 3 to 5% to basically cover that shortfall of the editorial production."

Motion from Michael Slack (the Chair):

"Can I move that the AAA will invest up to \$150,000 into a ethically managed fund, with the aim of a 3 to 5% investment return." Motion passed by unanimous affirmation.

13.2 Retiree Subscription Rates

Michael Slack – "The NEC would like to introduce retiree subscription rate for AAA members...to be set at the concessionary rate of \$60. Any discussion from the floor on that?"

Clara Santilli – "I'd like to propose that the concessionary rate be extended to people on a disability pension."

Michael Slack – "I think that is a very good suggestion, Clara."

Unidentified audience member – "What is the definition of retired?"

Michael Slack – "Unwaged, other than superannuation. So we're looking at passing a motion to introduce a retiree rate for unwaged retirees on superannuation and members on a disability pension. The rate would be set at \$60, would include a hardcopy of the journal, and the rate would be subject to review every two years just to make sure we're not losing money on it and putting the association in a financially difficult situation."

Catherine Freeman – "Perhaps AAA is also considering looking at a reduced rate or concessionary rate for people in precarious employment, particularly with the economy in the place it is in archaeology."

Michael Slack – "I think we would have to consider that a 'Phase 2' consideration at the moment."

Unidentified audience member – "Will indigenous members be eligible for the concessionary rate?"

Michael Slack – "Indigenous representative already qualify for the concessionary right. And students do too. What we're doing is just introducing the concessionary rate for the two extra groups."

Motion from Michael Slack (the Chair):

"Can I move that a AAA concessionary rate membership is extended to retired members and members eligible for a disability pension?" Motion passed by unanimous affirmation.

13.3 Subcommittee for Equal Opportunity, Diversity, and Accessibility

Michael Slack – "After discussions with Alice Gorman and Lynley Wallis, in particular. AAA is really passionate about building on the #MeToo session from this morning. The AAA would like to establish

an equal opportunity and diversity subcommittee, chaired by Dr. Alice Gorman. We were going to propose some of the measures that came out of the discussion this morning, like the unconscious bias training, but we didn't want to just sort of cobble ideas together on the fly, because it just gets messy when you do that sort of thing. So we thought we'll form a subcommittee to have them scope up an action plan, work out roles and responsibilities and report back to the NEC. The subcommittee doesn't require a vote, so that's an action item rather than a vote that we want to start right now. But we also want to propose that AAA sponsor a platform at the annual conference to address issues of basic human respect, equity, diversity, inclusive and inclusivity. Any discussion on that?"

Alice Gorman – “The idea was that we started something in terms of having the session, this morning's plenary thing would be great to kind of keep that momentum going. This is a gesture towards this commitment on the part of AAA and what form that takes might be different next year. The aim of the subcommittee is basically about respecting other humans as people within all of the context that we work in. So that's the terminology there. And then adding all those other terms, which are very widely recognized ways of describing different groups of people and how they can be brought it and so, so it probably sounds a little bit woolly but the basic intent behind this is that we've doubled this momentum and by raising it in the AGM that we do make that commitment as an association.”

13.4 Motion of Thanks to NEC for Carers Subsidy

Carly Monks – “I want to offer a motion of thanks to the NEC for providing a carers subsidy. Particularly people like myself, an early career researcher, that are underemployed and travelling with a toddler benefit significantly from the carer's subsidy. I'm sure you can imagine how difficult that would be without the support of the carer. So I just want to acknowledge the NEC for making it happen.”

14 Election of Officers of the Committee

14.1 National Executive Committee

The following NEC members were elected by acclamation.

President – Tiina Manne

Vice President – Michael Slack

Secretary – Georgia Roberts

Treasurer – Aaron Fogel

Assistant Treasurer – Kate Greenwood

Membership Secretary – Carly Monks

Indigenous Officer (Shared) – Jacinta Koolmatrie and Ken Hayward

Student Officer (Shared) – Clara Santilli and Anna Weisse

Journal Editors (Shared) – Annie Ross and Sean Ulm

Webmaster – Jordan Ralph

Social Media – Elspeth Mackenzie and Anna Krieg
Public Officer – Mirani Litster

14.2 State Representatives

The following state representative members were elected by acclamation.

NSW – Morgan Disspain
QLD – Michelle Langley
SA – Boone Law
NT – Malcolm Connolly
WA – Joe Dortch
VIC – Oona Nicolson
ACT – Doug Williams
TAS – Anne McConnell

15 Close of Meeting

15.1 Vote of Thanks to the National Executive Committee

At the close of the AGM, Peter White moved “that the association pass ‘vote of thanks’ to the Executive committee who have worked extremely hard for a very good year for AAA. Also, we should thank the executive committee, who are sitting there waiting to be taking ‘pot-shots,’ but instead the one they receive is ‘thanks.’”

<Unanimous applause>

Michael Slack responded, “Thanks Peter. It's not been the easiest period of time to be on the executive committee, especially the last few months. I'd particularly like to thank the people sitting to my right. They have been absolutely stoic in their support of the association and myself over the last few months in particular. And, you know, we started out not knowing each other, but you know, we partnered on the NEC and I think we are close now, especially with what we've been through together in the last six months and hopefully we've been able to do some good stuff for AAA and continue to do so.”

16 Appendix A – Members Present at 2019 AGM

| NAME | PLEASE INDICATE IF AN APOLOGY |
|----------------------|----------------------------------|
| W. BOONE LAW | |
| Jashua Connelly. | |
| Michael Slach. | |
| Stephanie Vick | |
| Annie Ross | Luke Godwin |
| Lara Lamb | Colin Pardoe |
| Aaron Fogel | Anna Weiss e |
| Rosalie Neve | |
| Sharon Hodgetts | |
| Clare Long | |
| Leweera Williams | |
| Tiina Manne | |
| Tim Maloney | |
| Garryn Kingfield | |
| Anne McKenzie | |
| Andrew Yates | |
| Claire Reeler (Lene) | |
| Georgia Roberts | |
| Mel Marshall | |
| Emily Miller | Sally May |
| Jessica Gibbs | |
| Calum Farrer | |
| Laura Dafter | |
| RUSACKA ROSIO PEREZ | |
| Carney Matheson | |
| Nathan Woolford | |
| Michelle Langley | |
| Wynon Wallis | |
| Ken Mulvaney | |
| Chris Clarkson | |
| Chloe Stringer | |
| Conor Gamble | |
| Redbird Ferguson | |
| Karen Smith | |
| Kylie Carroll | |
| Jillian Garvey | |
| EDIN MEN | |

PLEASE INDICATE
IF AN APOLOGY

NAME

GIVEN OZANNI
Caroline Spny
Rebekah Kurpiel
Jacqui Tunney
Lauren Linnenluke
Agata Mrva-Montoya
JANE BALM
NATHAN WRIGHT
Catherine Frieman
Marisa Giorgi
Duncan Wight
Amy Roberts
Jacinta Koolmatie
BENJAMIN SMITH
KASEY ROBS
Anna Krej
Rishi Furdelle
Ariana Lambdes
Ian McDiven
MATTHEW SPRIGGS
BENWO DAVID
Chris Unwin
Bryce Barker
Nelsy Lowe
Alyssa Madden
MAKIS PARR
Kane Ditchfield
Carly Monks
Wendy Reynen
Callum Fozzy
~~Rebecca~~
Kern Simons
Kate Hawkins
Amanda Pitt-Hyatt
Kate Greenwood
Brian Warner
Kim Newman
Yinika Pector

PLEASE INDICATE
IF AN APOLOGY

NAME

Peter White
Robin Torrence
Joanne Thuedgold
~~Sean Freeman~~
Indra ella Dilles-Hall
Gwen Wwaters
Allison Dejanovic
Val Atkinson
Jo Mendenhall
Wanda Frederick
Peter Veth
Joe Dorte
Anja Becker
Patrick Morrison
SARAH DE KONING
Ian Ryan
John Marrell
Kathryn Przywalski
Fiona Hook
Anne McConnell
Paul Greenfeld
Jo Thomson
DARYL WESLEY
Antoinette Hennessy
Doug WILLIAMS
Kylie Lower
Oona NICOLSON
Richard Bilagan
Sean Ulan
Alice Gorman
Jordan Ralph
Clare (Cabriona) Savilli
Josephine Flood
Faye Pideaux
Helen Coole
Elsbeth Mackenzie
Suzanne Thompson (not a member yet)
Dave Johnston

Apology

Lesley Head
Jill Reid

17 Appendix B – Auditor report