



ACES chapters

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Chapters help ACES extend to the grass-roots level its mission of educating and empowering copy editors. Chapter workshops and other activities are open to ACES members and nonmembers alike.

For members, chapters offer an opportunity to deepen their involvement in ACES. For nonmembers, chapters provide an introduction to ACES and a taste of the training and other benefits the national organization offers.

Most chapters were launched by small groups of ACES members who were excited about what ACES does at the national level and wanted to spread the word to other copy editors in their state or region, especially to those from smaller publications who might not know about ACES but perhaps have the most to gain from it.

Providing low-cost and no-cost training on nuts-and-bolts copy-editing topics is a primary goal at the chapter level. Instruction can come in many forms, from small brown-bag gatherings to daylong workshops that draw top-notch speakers and audiences of 100 or more. Chapters also have taken on projects such as student workshops and sending copy editors into high-school and college classrooms to discuss their craft. Such endeavors are difficult to organize on a national scale but can be done effectively at the local and state levels. Chapters also have been instrumental in helping drum up regional support for ACES conferences.

The roster of ACES' chapters includes the charter Southeast chapter and highly active groups in Florida, the Midwest, Ohio and Southern California.

Two of the newest additions are student chapters at the University of Alabama and the University of Nebraska-Lincoln.

To learn more about forming a professional or student chapter, contact ACES board member William Chronister at Wtchron@aol.com.

Chapter bylaws

Professional chapters

I. Copy editors who are members of ACES may form a state or regional chapter of the Society at any time, as long as certain requirements are met.

A: An organizing meeting of all would-be members must be held before the group can be considered for acceptance by the Executive Committee. Not all members of the organizing committee, or those attending events, need to be members of ACES, although membership must be heartily encouraged.

B: The organization must have one person in charge, though that person may serve simply as spokesperson for a directorate of as many as seems practicable.

1: The structure of the organizing committee is to be determined by its members.

2: Officers or spokespersons must be members of ACES.

C: The new organization should avoid overlapping with existing chapters (although existing chapters should consider ways to accommodate new chapters, when appropriate).

II: Upon completion of organizing requirements and petition to the Executive Committee, the Committee may grant the organization the right to use ACES as part of its name and to act as an arm of the organization within its region.

A: The petition must be accepted by a majority of the Executive Committee.

B: The organizing committee, through its leader or spokesperson, must keep in communication with the Executive Committee through its chapters liaison.

C: The ACES Executive Committee may review the status of any chapter at any time.

III: Chapters may consider a number of activities, all with the purpose of forwarding the cause of ACES, as laid down in its bylaws.

A: The primary goal is to increase awareness of copy editing and of ACES and to allow an outlet for copy editors away from regular work hours to discuss work issues and learn needed skills. Secondary goals include allowing copy editors the chance to network with employees of other newspapers and broadening awareness of copy editing to the general public.

1: Chapters should consider activities within their scope, accepting more complex activities only as the organizations grow.

2: Chapters may meet on whatever schedule each considers appropriate, with the exception that no events that might compete shall be placed on the calendar within two months before or after the national conference.

3: Each meeting must include a mention of ACES and its goals, and membership information and other ACES news should be provided to all who attend.

4: Chapters must steer clear of fund raising and should rely on newspapers and other organizations within their territory to help with expenses.

a: Because of tax status, chapters are not able to offer tax write-offs, but newspapers and colleges often are willing to make donations,

either in cash or supplies and services, to assist our chapters in developing activities that indirectly benefit their operations.

b: Any fee structures for events should favor ACES members over non-members.

c: Chapters may not carry anything more than a nominal balance in the form of operating funds. Any leftover funds after activities become part of the general fund of ACES.

Campus chapters

I: Student members of ACES may form chapters of the Society at any time, as long as certain requirements are met.

A: The proposed organization may be campus-wide.

1: The campus must be at a two-year or four-year college or university.

2: The college or university must have a school or department of journalism or offer courses of study relevant to the scope of the Society.

B: The proposed organization may be regional.

1: The number of campuses encompassed by the organization is subject to no overriding rule, except that meetings and events should be easily accessible to all members and would-be members.

2: At least one of the member campuses must have a journalism school or department or must offer a course of study relevant to the scope of ACES.

C: All student members of the chapter must become members in good standing in ACES.

D: The organization must have one person who serves as contact to the ACES Executive Committee chapter liaison.

E: The new organization should avoid overlapping with existing chapters (although existing chapters should consider ways to accommodate new chapters, when appropriate).

II: Student chapters must maintain a structure of governance suitable to student organizations.

A: Each campus chapter shall have a president, vice president, secretary and treasurer.

1: The secretary and treasurer functions may be combined.

2: Office holders must be elected annually.

3: Campus chapter must establish bylaws that are approved by the ACES Executive Committee.

B: Each campus chapter shall have a chapter adviser who shall be recognized as the representative of the Executive Committee and ACES.

- 1: The chapter adviser shall be selected according to the chapter's bylaws.
- 2: The adviser will be a full voting member in good standing of ACES.
- 3: The chapter adviser will be charged with attending all meetings regularly and performing all appropriate duties as adviser.
- 4: The adviser will provide a permanent place of safekeeping for books, documents and records of the chapter and its officers.

III: Upon completion of organizing requirements and petition to the Executive Committee, the Committee may grant the organization the right to use ACES as part of its name and to act as an arm of the organization within its region.

A: The petition must be accepted by a majority of the Executive Committee.

B: The organizing committee, through its leader or spokesperson, must keep in communication with the Executive Committee through its chapters liaison.

C: The ACES Executive Committee may review the status of any chapter at any time.

IV: Student chapters may consider a number of activities, all with the purpose of forwarding the cause of ACES, as laid down in its bylaws.

A: The primary goal is to increase awareness of copy editing and of ACES and to help students learn about the skills required of copy editors and the tasks and issues professional copy editors face. Secondary goals include allowing student copy editors the chance to network, helping them to develop job-hunting skills and broadening other students' awareness of copy editing.

- 1: Student chapters should consider activities within their scope, accepting more complex activities only as the organizations grow.
- 2: Student chapters must meet at least monthly, and should include a component of education within each meeting.
- 3: Each meeting must include a mention of ACES and its goals, and membership information and other ACES news should be provided to all who attend.
- 4: Student chapters must steer clear of fund-raising and should rely on newspapers, their scholastic affiliations and other organizations within their territory to help with expenses.
 - a: Because of tax status, chapters are not able to offer tax write-offs, but newspapers and colleges often are willing to make donations, either in cash or supplies and services, to assist our chapters in developing activities that indirectly benefit their operations.
 - b: Any fees for events should favor ACES members over non-members.

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