

IPEd.

To advance the
profession of editing

INSTITUTE OF PROFESSIONAL EDITORS LIMITED

Annual Report

2014–15

The Institute of Professional Editors Limited (IPEd) exists to advance the profession of editing, by planning and implementing national initiatives – an accreditation scheme, promotion and communication campaigns, training and mentoring – and other activities to support Australian societies of editors and their members, and editors in general.

IPEd also supports biennial national conferences of editors, which have been held in Brisbane (2003), Melbourne (2005), Hobart (2007), Adelaide (2009), Sydney (2011), Fremantle (2013) and Canberra (2015). The Canberra conference was a joint event with the Australian and New Zealand Society of Indexers (ANZSI). Each conference is organised and hosted by the local society of editors. The next conference will be held in Brisbane in September 2017.

IPEd was launched at the 2005 national conference as successor to the Council of Australian Societies of Editors (CASE) and was registered as an Australian Public Company on 22 January 2008. The Members of IPED are the seven Australian societies of editors in the six states and Canberra.

This report covers the period 1 July 2014 to 30 June 2015.

ABOUT IPEd

www.iped-editors.org

The Institute of Professional Editors Limited is a public, not-for-profit company (ACN 129 337 217) registered in, and under the Corporations Law of, the Australian Capital Territory.

The Members of the company are:

Canberra Society of Editors Inc.

Society of Editors (NSW) Inc.

Society of Editors (Queensland) Inc.

Society of Editors (SA) Inc.

Society of Editors (Tasmania) Inc.

Editors Victoria Inc.

Society of Editors (WA) Inc.

The interests of editors in the Northern Territory are attended to by the South Australian society.

The registered office of the company is:

Institute of Professional Editors Limited
37 Baroda Street
Coopers Plains Qld 4108

The company has engaged the accounting services of Vector Services, and the audit services of the chartered accountancy firm Teamwork Accounting Pty Ltd, PO Box 6083, Point Cook VIC 3030. During the period of this report, the company banked with Bankwest Australia.

The company's postal address is:

The Secretary
Institute of Professional Editors Limited
PO Box 6585
Point Cook VIC 3030

About the Members

The numbers of members of the societies of editors (the Members of IPED) are tabulated below. The societies vary not only in size but also, to some degree, in their structure and rules of association. Overviews of the seven Members are given later in the report.

The Members support IPED financially through an annual contribution based on their membership numbers. The per capita contribution for the past four years has been \$25. Strong in-kind support also comes from provision of members for IPED's various committees, working groups and ad hoc projects.

In 2014–15, societies also contributed a transition levy of \$45 per society member as at 31 August 2014, to help pay for the development of the comprehensive plan for the implementation and operation of the restructure of IPED as a direct membership organisation representing editors.

Society membership numbers, 2014 and 2015

Society	Number of members at 31 May	
	2014	2015
Canberra	186	180
New South Wales	356	354
Queensland	263	270
South Australia	126	116
Tasmania	40	28
Victoria	659	560
Western Australia	112	76
TOTAL	1742	1584

GOVERNANCE AND MANAGEMENT COUNCIL

IPEd is governed by a council comprising one nominee of each of the Members. Councillors, who are directors of the company, serve two-year terms. Retiring councillors are eligible for re-election.

Councillors during the period covered by this report were:

- Ed Highley (Canberra) until November 2014
- Owen Kavanagh (New South Wales) until September 2014
- Julie Ganner AE (New South Wales) from September 2014
- Kerry Davies AE (Queensland)
- Loene Doube AE (South Australia)
- Charles Houen (Victoria)
- Jan Knight (Western Australia Alternate) until August 2014
- Kerry Coyle AE (Western Australia) from September 2014.

In accordance with the Corporations Law, each Councillor is bound to act in the interests of the company as a whole, and not in the interests of any one or more Members that might have assisted or nominated their appointment to the council.

- Owen Kavanagh was Chair of the council until September 2014.
- Kerry Davies AE was Chair of the council from February 2015.
- Kerry Davies AE was Honorary Treasurer until February 2015.
- Loene Doube AE was Honorary Treasurer from February 2015.
- Rosemary Noble AE continued as the contract Transition Project Manager for the reporting period.
- Margaret Telford was appointed as Secretary on 1 July 2014 on contract.
- Mary-Ann Came AE continued as Communication Officer for the reporting period on contract.

The contract positions are IPed's only paid officeholders, but various members of the exam development, implementation and marking team, the Accreditation Board Chair and the IPed Chair and Honorary Treasurer receive honoraria for their services.

Meetings

Council members generally meet face-to-face only every two years, in association with the national conferences. Council members met in Canberra on 6 May 2015 during IPed's biennial conference. Otherwise, the business of the council was conducted during two-hour teleconferences, usually held on the first Sunday of every month.

The dates of 2014–15 teleconferences were: 6 July, 3 August, 7 September, 12 October, 2 November, 4 January, 1 February, 1 and 29 March, and 7 June.

Committees

There are four standing committees of council – Finance and Risk Management, the Accreditation Board, Professional Development and Communication (the latter having been, in practice, replaced in 2014–15 by the contract Communication Officer). Their responsibilities and highlights of their work during the year are detailed below.

Finance and Risk Management

The financial year 2014–15 was a busy one for IPed and editors in general, with the national editors conference held in May 2015, and the IPed review ongoing throughout the year. IPed ended the year in a sound financial position, ready for the transition to a national, direct membership body if the transition plan is approved.

IPed financial statements

The audited Financial Statements for the year ended 30 June 2015 have been completed and are available from the Secretary or on the IPed website. They will be presented at the AGM in September for the consideration of the Members.

Income and expenditure

The results for the year ended 30 June 2015 showed a surplus of \$23,627 (2014: surplus of \$19,601).

The surplus of \$23,627 was due to the higher than expected levies from the Member societies, the one-time IPed transition levy, unexpected royalty income for *Australian standards for editing practice*, and very careful expense control in all activity areas.

The membership levy remained at \$25 per society member, but society membership was higher than expected at 31 May 2014, the reporting date for member levies. In addition, to fund the work of preparing the proposed plan for the transition of IPed to a national, direct membership organisation, a transitional levy of \$45 per society member was received, totalling \$61,425. This contributed to the surplus, and that is expected to cover transition project costs in 2015–16.

The council approved an honorarium of \$1000 be paid to each of the IPed Chair and the Honorary Treasurer in appreciation of the significant services they have provided during the financial year. The Accreditation Board and Council approved an honorarium of \$6000 to be paid to the Accreditation Board Chair.

Balance Sheet

The bank balance at 30 June 2015 was \$94,434 (2014: \$64,882).

At that date IPed had made expense prepayments totalling \$9300 (accreditation exam database development expense to be allocated to the next two exams, insurance premiums covering the period until mid-June 2016, and fees for Associations Forum membership and a conference in the 2015–16 financial year). Thus, total IPed assets were \$103,734.

At financial year end, IPed owed \$13,991 (2014: \$11,575) in outstanding liabilities, including deferred income of \$910 (exam fees held over to the next exam). Net assets were \$89,743.

Budget for financial year 2015–16

The budget for the financial year 2015–16 has been prepared assuming operations and related income and expenditure as of previous years, including an accreditation exam and accreditation renewals, but with additional provisions for the costs of finalising the IPed transition plan. It also includes provisions for the setting up of the direct membership version of IPed, including costs related to the national vote, advertising for and interviewing contract staff, and preparatory system costs.

The next accreditation exam is due to be held in the first half of 2016, with a break-even budget assumed. Renewal of accreditation will be processed for editors accredited in 2011, and this process has also been budgeted for on a break-even basis, with the renewal fee covering the assessors' fees and administration costs.

All of IPEd's volunteer workers are covered by its Association Liability, Voluntary Workers Personal Accident and Public Liability insurance policies.

The budget for the coming year predicts an operating deficit of around \$33,000, which is appropriate given planned activities and readily accommodated from accumulated surpluses.

Accreditation

The Accreditation Board administers the national accreditation scheme for editors on behalf of IPEd. The scheme provides for accreditation at the level of Accredited Editor (designated AE). To gain accreditation candidates must pass, to a specified level, a three-hour editing exam. The first accreditation exam, held in 2008, was developed by a group of experienced editors nominated by their societies. The members of this group were subsequently accorded the title Distinguished Editor (DE).

The Accreditation Board is made up of:

- *Society delegates.* These delegates are experienced editors appointed by their societies' management committees. There are seven society delegates on the board; all are answerable both to their own management committee and to the board. All delegates are accredited editors.
- *The IPEd Council delegate.* This person is responsible for representing Council's interests at all board meetings and other discussions (such as teleconferences), and for reporting to Council on the outcome of those discussions.

The Accreditation Board during the period of this report consisted of:

Society delegates:

Canberra – Ted Briggs AE

New South Wales – Alison Moodie AE

South Australia – Valerie Mobley AE

Queensland – Desolie Page AE

Victoria – Andi Jones AE

Western Australia – Sue Thomson AE

Tasmania – Elizabeth Spiegel AE

IPEd Council delegate: Julie Ganner AE (NSW)

Chair: Ted Briggs AE

The Accreditation Board met 14 times during the year. Meetings were held by teleconference, except for one face-to-face meeting held in conjunction with the national editors conference in Canberra in May 2015.

Highlights of Accreditation Board activity during 2014–15 were:

- renewal of accreditation for editors accredited in the second exam in 2009
- planning for the development of the next exam, scheduled for the first half of 2016, which will be presented as an onscreen exam
- demonstration of a prototype of an onscreen exam at the national editors conference in May 2015.

Renewal of accreditation

Accreditation through IPEd lasts five years, after which accredited editors must apply to have their accreditation renewed. To obtain renewal of accreditation, accredited editors are required to demonstrate that, over the five years since their accreditation, they have:

- been actively employed or involved in the editing profession
- undertaken a range of relevant professional development activities.

Applications for renewal of accreditation are assessed by the Accreditation Board.

In December 2014, editors accredited in 2009 were required to renew their accreditation. Of the 44 AEs from that year, 28 sought renewal and all were successful.

Onscreen exam development

Planning has started for the development of the 2016 exam, and the Accreditation Board is working towards it being conducted around the end of April 2016.

At the 6th IPED National Editors Conference in 2013, the Accreditation Board committed to develop an onscreen version of the exam to a point where it could be demonstrated at the 2015 conference. The board has decided, for the first foray into an electronic exam, not to aim for an online exam which can be delivered via the internet to people's home computers. It has not found any suitable online exam systems that allow marking up of text, and there are significant risks associated with delivering the exam this way.

Instead the first electronic exam will be presented as a Microsoft Word document (or set of Word documents) where candidates edit and mark up text, write short answers to questions and select from multiple-choice options. Word has been chosen because it is the most common software and anyone working as an onscreen editor could be expected to be familiar with it.

For the first running of the onscreen exam, the board has recommended conducting it in an invigilated setting, using a computer training facility where everyone uses the same technology and the same version of the software, and has technology support available.

The board recognises that advances in technology are likely to make an online exam a more attractive and workable solution for the future and will continue to monitor developments in this area.

Prototype onscreen exam

The board has developed a prototype of an onscreen exam using Word and was able to demonstrate it at the 2015 conference. A number of conference attendees took the opportunity to try it out and feedback received was quite positive. A more comprehensive trial will be conducted in July 2015.

Professional development

Formally, the professional development committee has had no representation since 2013. Some work was completed in November 2014 to update the 'Guidelines for editing theses' on the IPED website.

In early 2015, Julie Ganner agreed to be the IPED representative for this area and also to represent Council on the Accreditation Board. After taking on the role Julie revised the professional development register as a list of upcoming training workshops held by each society. This list is now available on the Events page of the IPED website, with links to each society's training or bookings page, and is updated monthly. A record of the training events conducted by the Member societies is also updated regularly and sent to the committee of each society, to help provide ideas for future professional development opportunities.

Julie has also made improvements to the professional development pages on the website and overseen the review of guidelines for the IPED Prize.

As an additional resource for society members, the presentations from this year's national conference in Canberra have been made available on the IPED website, as are those from the Adelaide conference in 2009. Further papers will be added to our archive as they become available.

Communication

IPED has sustained consistent communication with its stakeholders over the year.

IPED Notes is IPED's newsletter to members of the societies of editors. Four issues were produced during the year and distributed through the societies' communication channels. They covered news and updates on various topics including the accreditation scheme, the National Survey of Editors 2014, the IPED Prize, the 2015 'Write | Edit | Index' conference, the IPED transition, and Council news.

A communication plan was developed for the proposed transition of IPED a national direct membership organisation which aimed to engage members of the societies of editors in the transition process. The Green Papers were distributed to society members for review and placed on the IPED website and the benefits of the proposed new model communicated to members. Member involvement in the process was explained and encouraged. The IPED transition pages of the website were updated regularly and a dedicated page created on the website to host the Green Papers and responses to a transition Q&A held at the conference.

Communication support was provided to the organisers of the 'Write | Edit | Index' conference with regular promotion for this taking place from December 2014 to May 2015. Conference communication was through three dedicated newsletter articles and news items in *IPEd Notes*. The newsletters covered registration and fee information, announcement of keynote speakers, the extension of conference registration and links to the dedicated conference website.

A conference blog ran during the conference which aimed to encourage debate, discussion and sharing of ideas at the conference. The blog also promoted IPEd and the conference to editors who did not attend the conference, and provided a record of conference sessions for delegates and others to refer to later.

The IPEd website was kept updated throughout the year. The News section of the homepage was used to communicate IPEd activities and announcements. Items added included issues of *IPEd Notes*, accreditation scheme information, IPEd transition updates, an Action Alert for the *Style manual* lobby and awards information.

New additions to the website were pages on the National Mentoring Program, transition Green Papers and the IPEd National Survey of Editors, 2014.

Through *IPEd Notes*, accredited editors (AEs) and distinguished editors (DEs) were made aware that they can have their names, which are listed on the IPEd website, linked to a website of their choice. This resulted in a surge of interest in this service, with many AEs and DEs requesting this.

Use of the IPEd website increased by 24.2% from 23,624 users last year to 29,326 users this year.

IPEd's communication was supported through its Facebook and Twitter sites. Website updates were promoted through these platforms with links to the IPEd website. The Facebook and Twitter profiles are also used to share articles, blogs, and other information of interest to editors.

The sites were both used extensively during the conference to promote speakers and sessions to delegates as well as other followers.

The communities of both social media sites grew by about 30% over the year with IPEd Facebook likes growing from 403 to 522 and IPEd Twitter followers growing from 707 to 931.

CHAIR'S REPORT

The 2014 Annual General Meeting of IPEd was held on 7 September 2014. This marked the completion of the two-year term of Councillor Owen Kavanagh (New South Wales), who had been Chair of the council since April 2013, having acted in the position in October 2012 and January 2013. Owen was thanked for his work and commitment to IPEd during his period of office.

The following new councillors, nominated by their societies, took office: Julie Ganner (New South Wales) and Kerry Coyle AE (Western Australia), replacing Jan Knight AE, who had been WA's alternate Councillor until August 2014.

No Chair was nominated at the September meeting so it was agreed the role would rotate between councillors until new councillors had settled into their roles. Ed Highley (Canberra) chaired the September meeting, Charles Houen (Victoria) the October meeting and Julie Ganner AE (New South Wales) the December meeting.

I chaired the November, January and February meetings, at which time I nominated as Chair on the proviso that another Councillor nominate for Honorary Treasurer. Loene Doube AE (South Australia) nominated for that role and was duly appointed. Kerry Coyle AE (Western Australia) was appointed Deputy Chair.

Council was without a Councillor from Tasmania for the 2014–15 financial year and without a Councillor from the Canberra Society of Editors (CSE) since Ed Highley's departure in November 2014. Society of Editors (Tasmania) President Margaret Johnson has been kept abreast of Council activities and has provided information when needed. CSE President Alan Cummine has attended most meetings as an active observer. Many thanks to you both.

Although Council is still functioning without a full contingent, stretching Councillor workloads, we are now operating relatively smoothly. We continue our commitment to the aims of IPEd and to seeing through the development of the direct membership model, alongside addressing new issues as they arise.

Council activities for the year are covered in detail in the following section. Here are some of the highlights.

- IPed Council continued to support the Transition Working Party 4 (WP4) to oversee the development of detailed plans for the proposed transition of IPed to a direct national membership model. Many thanks to Rosemary Noble AE for her management of the working party and its processes, and to Charles Houen (Victoria), Robin Bennett AE (Queensland), Elizabeth Manning Murphy DE (Canberra), Denise Holden AE (NSW) (until July 2014) and Marianne Hammat AE (South Australia) (until May 2015), who served the working party throughout the year. Many thanks also to the councillors, society committees and members who have provided invaluable feedback to the project teams.
- We conducted the seventh National Survey of Editors in November 2014, for the first time allowing comparison between the societies and against the national data. This was a huge task undertaken largely by Communication Officer Mary-Ann Came AE, with invaluable assistance from CSE members Pam Faulks AE and Karin Hosking AE.
- The Accreditation Board assessed applications for renewal of accreditation for those who sat the 2009 exam and continued its development of an onscreen exam, which will be offered in 2016.
- Council actively participated in the 7th National Editors Conference, 'Write | Edit | Index', hosted by the Canberra Society of Editors in conjunction with the ACT Branch of the Australian and New Zealand Society of Indexers (ANZSI)
- During the conference, IPed signed an agreement with the Canberra Society of Editors that saw the mentoring program established by CSE's Elizabeth Manning Murphy DE and Ted Briggs AE become the IPed National Mentoring Program, who continue to coordinate the program on IPed's behalf, along with Society coordinators.
- Also during the conference, three councillors were among a delegation that met with the federal Department of Finance to discuss the development of the seventh edition of the *Style manual*. The meeting was organised by Janet Mackenzie DE (Victoria) and other members of the *Style manual* Working Group (formed by members from Victoria and Western Australia). This meeting resulted in an Action Alert to members and society committees to lobby the Commonwealth Parliament Standing Committee on Publications.
- In June 2015 Council gained the formal agreement of each of the member societies to recognise the accreditation programs of our international counterparts: the UK's Society for Editors and Proofreaders (SfEP), the Editors' Association of Canada (EAC) and the Board of Editors in the Life Sciences (BELS). Similar recognition will be afforded to the Professional Editors' Guild (PEG) in South Africa when its accreditation program is in place.
- On behalf of IPed, Rosemary Noble AE (Victoria) attended the first international editors conference, Editing Goes Global, hosted by the EAC in Toronto in June 2015.

It's certainly been a very busy and productive year, and I am honoured to be part of IPed Council. I thank all councillors, past and present, for their diligence and commitment to the council and the profession.

Kerry Davies AE
Chair, IPed Council

ACTIVITIES DURING THE YEAR

Governance

During the year, IPed Council reviewed all policies and revised them as appropriate. The most significant revisions included changes to:

- the *Meeting and IPed-sponsored event costs policy* to take into account a change regarding the payment of travel and accommodation costs for councillors at meetings held during national conferences
- the *Training support policy*, renamed the *Professional development support policy*, to broaden the training policy to include other professional development activities, including mentoring

- the *Policy on communication and information dissemination* to include updates to how information is distributed and to take into account the Communication Officer role.

7th IPEd National Editors Conference 2015

Delegates from across Australia as well as from Belgium, China, Fiji, New Zealand, the Philippines and the United States gathered in Canberra from 6 to 9 May for the national conference of editors and indexers, Write | Edit | Index.

Jointly hosted by the CSE and the ACT Region Branch of ANZSI, on behalf of IPEd and ANZSI, the conference was held at QT Hotel Canberra with a full day of optional workshops on Wednesday 6 May at University House on the Australian National University campus.

There were 297 participants, including guest speakers, session-only speakers and workshop-only participants.

The call for papers in early 2014 attracted a range of topics related to editing and indexing including subjects covering English language themes and business practices. The three high-calibre and entertaining keynote speakers were Jackie French, David Astle and IPEd patron Roly Sussex who set a warm and convivial tone for the conference.

A welcome reception was held at the hotel's private bar, Lucky's Speakeasy, at which a successful book launch of Nick Hudson's *Modern Australian Usage* was held with all 50 copies of the book selling out.

The conference dinner was held in the Great Hall of University House with Peter Kanowski, Master of University House, as host.

Conference merchandise (T-shirts, mugs, tote bags and journals) featuring the conference logo were made available from website CafePress.com and a small conference 'bookshop' offered a range of titles.

The conference made a surplus of \$23,000. This is essentially attributable to a workshop surplus and sponsorship from the Society of Editors (WA), Editors Victoria, PerfectIt, Allen & Unwin and Oxford University Press.

Society websites, e-lists, Facebook and Twitter were used to promote the conference and Twitter proved to be a popular medium during the conference.

The conference website domain expired in mid-July. Important information is archived on the ANZSI website and speaker presentations have been uploaded to both the ANZSI and IPEd websites.

Feedback about the conference was overwhelmingly positive and acknowledgement needs to be given to those who made this event possible: Tracy Harwood (convenor), Denise Sutherland (committee, graphic and web designer, and web manager), Shirley Campbell (committee), Sherrey Quinn and Janet Salisbury (program), Madeleine Davis and Gaynor Evans (sponsorship), Mary-Ann Came (publicity), Tristan Viscarra Rossel (workshops), Malini Devadas (bookshop), Gabby Lhuede (printed program), Kaaren Sutcliffe (MC for the conference), Geraldine Triffitt, Karin Hosking, Emma Frater, Lindy Allen, Dallas Stow and Andrew Bell. Also thanks to Margaret Telford, Peta Robson, QT Canberra, University House, Conference Logistics and Sound Workshop.

National Survey of Editors 2014

The IPEd National Survey of Editors 2014 was conducted between October and November 2014 using an online questionnaire. For the first time, the same survey was run simultaneously through the societies of editors enabling them to provide society-specific data which was then used to compile the national report. Both the report and appendices therefore provided both national and state information.

The survey had 391 respondents from 1495 members of societies of editors (26%). The report includes a profile of the typical Australian editor, what their qualifications and training are, the industries and professions employing them and their editing income. A specific section just for freelancers provides average hourly rates, methods of quoting and more. The report also includes information on the professional development needs of editors, as well as the services editors would like from IPEd.

Attached to the report are tables of responses to questions by society and nationally, and a series of graphs reflecting the responses to selected questions.

The report was released in March 2015 to the societies of editors and added to the IPEd website. It was also included in the delegate pack at the Write | Edit | Index Conference in May.

IPEd Council was assisted with the survey by Dr Pam Faulks AE, who assisted in writing the survey questions, and Karin Hosking AE, who assisted with the development of tables and graphs.

This survey builds on previous surveys conducted by Pamela Hewitt AE, which were taken at national editors conferences. It is the seventh of its kind, with the last one taken by IPEd in 2011.

Members of the societies of editors can access the report from the IPEd website at www.iped-editors.org.

IPEd Transition

In December 2013, IPEd set up the Transition Working Party 4 (WP4), following the November vote, to manage the gathering and dissemination of information required to hold a ballot of individual members of the seven societies of editors. This ballot, to be conducted later in 2015, will determine whether IPEd becomes a direct, centrally administered organisation of individuals, or whether the status quo of seven societies with individual constitutions and administrations is maintained.

This process has been undertaken by a small number of representatives of the societies, divided into five project teams, each of which produced a series of Green Papers, progressively revised as they were published and discussed by the society committees and members. The five project teams are Legal and governance, led by Charles Houen (Victoria); Finance and operations, led by Charles Houen (Victoria); Membership, led by Kerry Davies (Queensland); Professional development, led by Robin Bennett (Queensland); and Communication, led by Rosemary Noble (Victoria). These WP4 members have been ably assisted as required throughout the year by former WP4 members and other project team members co-opted for specific tasks.

At the time of writing (August 2015), WP4 members are making final revisions to the White Papers and preparing the voting papers for distribution to members. The voting period will be open during October and November 2015 and it is expected that a final result will be available early in mid-November. Should the vote for direct membership be positive, an implementation plan will be commenced to wind up the present societies and transfer members and society assets to the central body. Should the vote for transition be unsuccessful, the carefully and thoroughly researched papers will be available to serve as the basis for future closer collaboration between the societies.

The primary aim of WP4 has been to ensure that all members are as fully informed as possible about the strengths and opportunities, as well as the associated risks, of such a transition, and it is our fervent hope that as many eligible society members as possible will vote from a fully informed position so that the result accurately reflects the wishes of individual editors throughout Australia.

National Mentoring Program

This program started with a pilot program in Canberra at the end of 2012. The instigators of the program, Ted Briggs AE and Elizabeth Manning Murphy DE, presented a paper on it to the IPEd national editors conference in Fremantle in 2013, and declared that the pilot had proved that a mentoring program could work across geographical and cultural borders, using the technology available – Skype, teleconferencing, email, as well as face-to-face mentor-mentee sessions. Other societies expressed interest in joining the program; by July 2013, Western Australia had joined, and since then all the other states have joined the program.

At the Write | Edit | Index conference in May, IPEd announced an agreement between it and the CSE that made the program truly national. It then became the IPEd National Mentoring Program. It is administered by Canberra with the invaluable assistance of state and territory coordinators around Australia.

The program is distinguished from all other programs around the world in that there are no restrictions on what a mentee may ask to be mentored in, so long as it is related to editing, and no restrictions on the level of experience of mentees. This is one factor of its now international recognition as ‘a forward-thinking model of inclusiveness’ (C Leslie, EdsVic, cited in *The Canberra editor*, June–July 2015, from EAC Toronto conference panel discussion on mentoring). Our guidance notes reflect this, and were developed as a result of extensive research around the world, during which we found that many mentoring programs were restrictive as to topics or concentrated on building expertise in first-level editors as a stepping-stone to advancement. We felt that Australian editors wanted freedom of choice of topic and access to a mentor for specific purposes and at any time in their careers.

Thirty mentorships have been arranged so far, with others in the pipeline.

The National Coordinators are Ted Briggs AE and Elizabeth Manning Murphy DE, Canberra.

Awards and prizes

IPEd Prize 2014

IPEd aims to support and foster research in editing and publishing as part of its mission to enhance the profession of editing.

As part of this, IPEd awards an annual prize of \$250 for an essay or paper written as part of the requirements for a postgraduate degree in editing, publishing or another discipline that permits a focus on editing.

The 2014 IPEd Prize winner was Brenda Gurr, whose essay, *Breaking the rules: editing with prescription and description* was written as part of a graduate certificate in editing and publishing at the University of Southern Queensland.

The essay, written in the style of a blog post, puts forward the view that editors should use both prescriptive and descriptive approaches to language in their work.

It discusses aspects of the history of English grammar and the problems with enforcing grammar rules, as well as considering the relevance of teaching grammar to today's school students.

The judges' comments included:

- highly engaging
- accessible and interesting
- sensitive discussion of editorial balance
- informal, rather breezy prose is attractive
- entertaining writing.

Brenda has made her prize-winning essay available for members to read on the IPEd website.

ABOUT THE MEMBERS OF IPEd

Canberra Society of Editors

Canberra Society of Editors (CSE) began the year with a full house of IPEd representation – Councillor, Accreditation Board delegate and Chair, and a member on WP4 and all five project teams. This did not last, and CSE ended the year with no Councillor, no WP4 representative and only three project team members. As feared, the steadily intensifying IPEd transformation project combined with the CSE's hosting of the 2015 IPEd biennial national conference drained much of the reservoir of volunteer time and energy.

The success of the Write | Edit | Index conference itself was the standout highlight of the year. Nearly 100 CSE members took advantage of their 'hometown' conference, which CSE organised jointly with ACT Region Branch of ANZSI on behalf of our respective national bodies. Seamlessly bringing together the related editing and indexing professions, the conference was an unalloyed credit to the convenor and the many members of both societies who volunteered their time and experience to make the event so memorable and widely acclaimed.

Another highlight was the rapid evolution of the editors' mentoring program into a state of confident maturity. From its humble origin as a CSE pilot scheme in 2012, it became truly national early in 2015 when the last of the other editors' societies came on board. Guided by the national coordinators in the CSE, coordinators in each society now operate the program, which has been praised by editors' societies in other countries for being so accessible, inclusive and versatile.

For many members, simply having access to the services the CSE continues to offer is a highlight – topical and often entertaining speakers and panels at our convivial monthly meetings; dinners and other networking opportunities; professional development workshops and distance discounts for NSW events; several communications media, especially the direct broadcast email system; job opportunities; potential new friendships; and access to accreditation and other IPEd services.

All these continued during 2014–15, more or less as planned – despite some extended absences of Committee members with illness, injury or travel. The free-moving collaborative culture in the CSE was in full view when this occurred, with barely a hiccup in CSE’s management and service delivery.

Despite the increase in membership fees, total membership remained steady, and CSE carried on its 23-year tradition as an active, supportive, financially secure professional society.

Alan Cummine
President

Society of Editors (NSW)

Founded in 1989, the Society of Editors (NSW) Inc. has grown from a small group who met in each others’ homes to a well-established association of over 370 professional, associate and corporate members and six life members. Meetings are held monthly with speakers from remarkable editing and publishing backgrounds, from trade and professional to print and e-publishing. They meet in the downtown Sydney Mechanics’ School of Arts, with its large fiction library and special Thomas Keneally Collection. Most of this is nonfiction from the author’s own library, since he turned to the web for researching his subjects.

Highlights for 2014 included a full schedule of well-attended members’ meetings and professional development workshops. The workshop topics covered included copyediting fiction, working with Word and PDF, writing effective blurbs and publicity material, and principles of plain English. In particular the society was delighted to host a free full-day seminar for members on the business of editing, providing information on creating quotes, finding ways to market their services, keeping up with superannuation trends, and navigating publishing trends. Participants also received a complementary folder of notes to take home as reference material.

Monthly members’ meetings included topics such as the changing nature of copyright, life lessons in book publishing, self-publishing and editing, plain English, educational editing, and the world of magazine editing and subediting.

Many members of the society also enjoyed giving and attending presentations and workshops at the 2015 Write | Edit | Index conference, with members’ presentations covering topics such as fiction continuity, directions of Australian style, editing within and for mark-up languages, and editing within the world of ebook applications.

The society publishes its newsletter, *Blue Pencil*, ten times a year and this year it became an interactive online newsletter.

Jacqui Smith ended her term as president at the AGM and I was elected president in March 2015.

Zoe Hale
President

Society of Editors (Queensland)

The Society of Editors (Queensland) Inc. began in 1990 with 86 founding members from across the publishing industry. Membership at 31 May 2015 was 270 (another 6 members had joined by 30 June). Of total membership, 149 were full members, 115 associates and 6 honorary life members.

For 2014–15 we increased our fees to \$150 for full members and \$90 for associates in order to cover the additional \$45 transition levy to IPEd. We also allowed reduced fees of \$70 for retirees and \$50 for those holding a Commonwealth concession card, and received six such requests. Interestingly, our membership grew slightly from the previous year, despite the increase. With fees remaining at that level for 2015–16 and no additional levy to IPEd, we were able to employ a part-time bookkeeper from May 2015 to alleviate the treasurer’s workload.

The Society again had a large and active committee, with 23 members in executive, appointed and support positions. I again became president at the August AGM with support from Jacinda Wilson as vice-president. We held eleven committee meetings, including a special January meeting to consider the IPEd transition Green Papers, as well as an additional meeting to make a final decision on the venue for the 8th IPEd National Editors Conference, which we’ll be hosting in 2017.

We were pleased to announce at the Canberra conference in May that the next conference will be held from 13 to 15 September 2017 at the Brisbane Convention and Exhibition Centre, with the theme *Advancing Our Profession*.

During the year, the Society produced ten issues of *Offpress* and held nine general (member) meetings, including the AGM and a member forum on the IPed transition process, with a wide variety of speakers. Social occasions included an end-of-year dinner, a start-of-year picnic and two freelancers lunches. The Sunshine Coast and hinterland regional sub-group held four lunches, each with a topic and special guest.

Professional development workshops included *Working Wonders with Word and PDF* with Hilary Cadman AE, and *Grammar in a Nutshell* with Elizabeth Manning Murphy DE, which was so popular we had to run two sessions. Elizabeth also threw in a mentors workshop while she was here in August. Other workshops were: *Online Marketing* with Jerry Crockford; *my Freelance Editing: The Business End* workshop; *Academic and Research Editing* with Laurel Mackinnon; and *InDesign for Editors* with Karl Craig.

Queensland members continued to take an active interest in the IPed transition process, with representatives on three of the five project teams. We look forward to achieving a successful outcome for IPed and for all of its member societies.

Kerry Davies AE
President

Society of Editors (SA)

At 31 May 2015 the Society of Editors (SA) Inc. had 116 members, slightly fewer than this time last year.

Like other societies this year, committee members have been kept busy responding to IPed proposals regarding the transition to a direct membership model. Nevertheless, we managed to continue with our program of general meetings and workshops, and produced an excellent newsletter.

Once again, the Society sponsored an editing prize for Excellence in Editing, which was awarded to an outstanding student of the professional writing course at TAFE SA.

And this year, the Society sponsored all members who attended the national editors conference and offered a bursary to one full member and one associate member attending the conference.

The Society of Editors (SA) had its first meeting in March 1990, so this year we celebrated 25 years of the Society. In doing so, we acknowledged the work of Kathie Stove, who made a significant contribution to the early years of the Society, to *Australian standards for editing practice*, to IPed and to the accreditation scheme, by conferring on her Honorary Life Membership of the Society.

Marianne Hammat AE
President

Society of Editors (Tasmania)

The Society of Editors (Tasmania) had a successful year as far as in-service courses are concerned. A full-day course on copyediting conducted by Meryl Potter was very warmly received by those who attended. In addition, the evening courses introduced under Elizabeth Spiegel's presidency have continued to attract both society members and members of the Tasmanian Writers Centre, and have covered a number of topics from how to price work, to indexing and academic editing.

We have also continued our attempt to form closer ties with the Tasmanian Writers Centre.

The 2014–15 year, like the one before, suffered the loss of about a third of our numbers, including some from the committee. An informal question to some of these revealed that they were concerned about the rising costs of membership. The time spent by the society dealing with IPed matters was also raised as an issue by some exiting members. We have also suffered from the lack of a representative to take part in IPed Council meetings each month. This has made it difficult for us to keep abreast of the many issues relating to transition.

The distribution of the IPed transition Green Papers to members, and the request for comments, brought forth some queries regarding the various levels of membership, and the continuing existence of a small society like ours if we are unable to have a large enough committee to be deemed viable in the future. This

is a serious consideration given that we are already struggling to find enough members to fill the various committee roles.

Margaret Johnson
President

Editors Victoria

The committee of Editors Victoria is looking back at a big year where we achieved much. We have really swung into action with the new committee structure that was devised by the previous committee under Trischa Mann.

Our executive committee is made up of officers who are full members and attend all committee meetings. Their subcommittees, who attend every second meeting, are made up of both full and associate members who may look after a particular area such as social media or mentoring, or they may take on specific tasks or issues. This lightens the workload for executive officers and opens up the opportunity for associate members to contribute from their own repository of knowhow.

Our big issues have been considering the IPed direct membership model (DMM) and building connections with other writing/publishing organisations in Melbourne and nationally. We've also rolled out a new training program and introduced innovations and systems across our portfolios to improve our member experience.

We have spent countless hours pulling the IPed Green Papers every which way to see just how the proposed model will work for our members, our committee, and the editing profession nationally.

I've realised – both from some anti-DMM individual correspondence and looking at the scarily small number of members who actually voted for the model in 2013 – that we need to both urge and enable an open dialogue and thus a greater participation in the final vote later this year. An important part of our role is to give everyone an opportunity to be fully informed as to how this will affect both their membership and the running of our committee. We have allocated our October dinner meeting to discussions of the proposed membership model.

Our committee meetings are now held in the Wheeler Centre, and we have an 'Ask the Editors' session with Writers Victoria scheduled in September. We placed an ad in the July program, and I collaborated with Vice-President/Communications Officer Lorna Hendry and Freelance Officer Mary-Jo O'Rourke on a page of editorial outlining what editors can do for emerging authors, and how writers can search our freelance register. I also ran a 'Dance Steps' session directed towards designing a life around writing. This gave her valuable insights into the needs of writers, many of whom are also editors.

Our amazing committee members get on with their portfolios – using the thousands of hours they've notched up in skills, knowledge and experience – performing and usually exceeding what they need to do within all the variables of their professional and personal lives. I thank them.

Executive committee members who are staying:

Jackey Coyle – President

Charles Houen – Secretary, Treasury Executive

Maryna Mews – Membership Executive

Davina Dadley-Moore – Mentorship & PD Executive

Mary-Jo O'Rourke – Freelance Affairs Executive

Pam Firth – Training Sub-committee

Anne Gugger – Freelance Affairs Sub-committee

We have a dozen new committee and sub-committee members to welcome at our next meeting in September.

I had the pleasure of awarding our 27th Honorary Life Membership to Lan Wang at our AGM.

The year will finish off a treat with our 45th anniversary celebration in December.

Jackey Coyle
President

Society of Editors (WA)

The past year has seen many changes in both committee members and meeting venues and structures, in an effort to revitalise the Society of Editors (WA) membership and its attendance at the events we hold. So far it seems to be working!

We ran a variety of professional development activities during the year including our highly successful full-day winter seminar 'Editing in the digital age', and we have spent much time in the last year or so finding out about the tools out there designed to make our lives as editors easier, such as PerfectIt. Of course we have also spent considerable time presenting the DMM to our membership, bringing an unbiased and balanced view to every member and urging them to make their own decisions, equally gathering and forwarding their concerns.

Part of the revitalisation project involved trying new venues and we now hold our committee meetings at the beautiful UWA University club, which we can access through vice-president Kerry Coyle's status as a member. We used this venue for a classy high tea Christmas event last year. We also have created Cafe society; three or four times a year, in the same week as the regular meeting would have been but on a different day and time. We meet in a cafe or restaurant for a meal or snack, a chat, and book and resource sharing. Networking at its best and growing in popularity every time!

Our general meetings continued to offer professional development content to metro members. They loosely explored one or more subsections of *Australian standards for editing practice*. Topics included marketing, techniques workshop, editor-designer collaboration, our position on the *Style manual*, mentoring, social media, and publishing on the internet.

We remained in the national mentoring scheme, and so far, out of five registered mentors and five aspirant mentees, we have three mentoring relationships in place, one focusing on approaches to editing entire books and the practical aspects of tendering a quote, one on using technology and software in editing, and the other covering the different types of editing skills and setting up a business. There is a need for more mentors to step forward so we can meet the needs of the mentee applicants, which means encouraging members to realise that their experience and skills are worth sharing and that they needn't be teachers to do this. The role of mentoring coordinator has been taken on by new committee member Cathy Schwerin.

At the AGM we said goodbye and thank you to our very efficient committee member and treasurer Peta Robson, who has been instrumental in the successful running of the society. Cheryl Bettridge continued as president, Kerry Coyle became vice-president and Chloe Stam took on the role of secretary. As stated last year, in such a small (numbers-wise) state as ours we continue the struggle to recruit members to positions of responsibility and are so pleased to have a full complement of committee members, including five new members, giving us representation on IPEd working parties, an IPEd Councillor and a treasurer. Our committee members continue to make significant contributions to the Society and to the IPEd Council and Accreditation Board despite the small (but growing!) number of committee volunteers.

In June 2015 we had 87 members. Of the four WA editors who were accredited in 2009, one successfully renewed their accreditation status (three chose not to), bringing our total to 21. Seven WA delegates attended the IPEd and ANZSI editors and indexers conference in Canberra.

We are happy to report that WA is showing that it is the way ahead!

Cheryl Bettridge AE
President