

## **Student Media Board of Directors Agenda**

**Tuesday, September 9, 2014 • 7 p.m.  
Room 356 Witherspoon Student Center**

### **CALL TO ORDER**

### **NEW BUSINESS**

1. Election of Board officers
  - Election of a chair - In accordance with the Student Media Constitution, "The board will elect, by majority vote, a chair and vice chair at the board's first meeting. The chair of the board will be an elected or appointed student, not an ex-officio, non-voting member. In the absence of the chair, the vice chair will serve as the chair."
  - Election of a vice chair
  - Election of a recording secretary - Any board member may serve in this role, and a different secretary may be appointed at each meeting.
2. Review of FY2013-2014 budget (Patrick)
3. Budget update and overview of 2014-2015 budget (Patrick)
4. Fee request update (Patrick)
5. New staff member: Ellen Meder (Patrick)
6. Update on filling Business and Marketing position (Patrick)
7. New limitations on hours for student staff (Martha)

### **REPORTS & ADDENDA**

- *Agromeck*
- Business Office
- *Nubian Message*
- *Technician*
- *Windhover*
- WKNC

### **EXECUTIVE SESSION**

The Student Media Board of Directors may adjourn into executive session to discuss matters of litigation, potential litigation or personnel.

### **ADJOURN**

# STUDENT MEDIA BUDGET VS. ACTUAL (REVISED)

DATE: July 1, 2014  
 PERCENT THROUGH FISCAL YEAR: 100%

056 AGROMECK				058 WINDHOVER				066 TECH SUPPORT				
	Budget	Actual	Percent		Budget	Actual	Percent		Budget	Actual	Percent	
Payroll	\$ 15,348.00	\$ 15,073.02	98%	Payroll	\$ 4,850.00	\$ 4,944.58	102%	Payroll	\$ 73,207.00	\$ 73,498.70	100%	
Supplies	\$ 650.00	\$ 454.20	70%	Supplies	\$ 450.00	\$ 213.70	47%	Supplies	\$ 2,500.00	\$ 579.76	23%	
Leadership develop.	\$ 1,760.00	\$ 1,310.71	74%	Leadership develop.	\$ 100.00	\$ -	-	Leadership develop.	\$ -	\$ -	-	
Admin service charges	\$ 3,208.00	\$ 3,208.04	100%	Admin service charges	\$ 1,066.00	\$ 1,065.66	100%	Admin service charges	\$ 3,397.00	\$ 3,396.78	100%	
Current services	\$ 60,868.00	\$ 58,149.22	96%	Current services	\$ 14,320.00	\$ 12,951.00	90%	Current services	\$ -	\$ 815.58	-	
Fixed charges	\$ 743.00	\$ 1,077.00	145%	Fixed charges	\$ 343.00	\$ 368.00	107%	Fixed charges	\$ -	\$ 291.60	-	
<b>TOTAL</b>	<b>\$ 82,577.00</b>	<b>\$ 79,272.19</b>	<b>96%</b>	<b>TOTAL</b>	<b>\$ 21,129.00</b>	<b>\$ 19,542.94</b>	<b>92%</b>	<b>TOTAL</b>	<b>\$ 79,104.00</b>	<b>\$ 78,582.42</b>	<b>99%</b>	
Non-fee income	\$ 16,130.00	\$ 20,422.23	127%	Non-fee income	\$ 500.00	\$ -	-	Non-fee income	\$ -	\$ -	-	
Fee income	\$ 68,937.37	\$ 69,729.33	12.64%	Fee income	\$ 25,006.68	\$ 25,293.96	4.59%	Fee income	\$ 78,735.53	\$ 79,640.06	14.44%	
<b>TOTAL</b>	<b>\$ 85,067.37</b>	<b>\$ 90,151.56</b>	<b>106%</b>	<b>TOTAL</b>	<b>\$ 25,506.68</b>	<b>\$ 25,293.96</b>	<b>99%</b>	<b>TOTAL</b>	<b>\$ 78,735.53</b>	<b>\$ 79,640.06</b>	<b>-</b>	
Profit/Loss	\$ 2,490.37	\$ 10,879.37		Profit/Loss	\$ 4,377.68	\$ 5,751.02		Profit/Loss	\$ (368.47)	\$ 1,057.64		
061 NUBIAN MESSAGE				059 WKNC				OVERALL				
	Budget	Actual	Percent		Budget	Actual	Percent		Budget	Actual	Percent	
Payroll	\$ 4,790.00	\$ 4,435.67	93%	Payroll	\$ 37,529.76	\$ 35,152.00	94%	Payroll	\$ 507,528.97	\$ 499,833.66	98%	
Supplies	\$ 150.00	\$ 401.44	268%	Supplies	\$ 3,832.00	\$ 4,818.90	126%	Supplies	\$ 21,082.00	\$ 16,666.25	79%	
Leadership develop.	\$ 1,680.64	\$ 1,686.92	100%	Leadership develop.	\$ 3,139.10	\$ 3,139.10	100%	Leadership develop.	\$ 14,879.74	\$ 14,075.07	95%	
Admin service charges	\$ 661.00	\$ 660.66	100%	Admin service charges	\$ 2,621.00	\$ 2,621.42	100%	Admin service charges	\$ 40,360.00	\$ 40,359.76	100%	
Current services	\$ 7,617.00	\$ 8,204.88	108%	Current services	\$ 2,488.00	\$ 2,790.68	112%	Current services	\$ 272,942.26	\$ 262,718.30	96%	
Fixed charges	\$ 174.00	\$ 41.97	24%	Fixed charges	\$ 4,002.00	\$ 4,197.49	105%	Fixed charges	\$ 17,640.00	\$ 23,708.74	134%	
<b>TOTAL</b>	<b>\$ 15,072.64</b>	<b>\$ 15,431.54</b>	<b>102%</b>	<b>TOTAL</b>	<b>\$ 54,949.86</b>	<b>\$ 54,057.59</b>	<b>98%</b>	<b>Contracted services</b>	<b>\$ 6,738.00</b>	<b>\$ 6,288.00</b>	<b>93%</b>	
Non-fee income	\$ 945.00	\$ 2,470.00	261%	Non-fee income	\$ 45,330.00	\$ 50,439.64	111%	Capital outlay	\$ 50,000.00	\$ -	0%	
Fee income	\$ 12,192.16	\$ 12,332.22	2.24%	Fee income	\$ 5,724.03	\$ 5,789.79	1.05%	Student financial aid	\$ -	\$ -	0%	
<b>TOTAL</b>	<b>\$ 13,137.16</b>	<b>\$ 14,802.22</b>	<b>113%</b>	<b>TOTAL</b>	<b>\$ 51,054.03</b>	<b>\$ 56,229.43</b>	<b>110%</b>	<b>TOTAL EXPENSES</b>	<b>\$ 931,170.97</b>	<b>\$ 863,649.78</b>	<b>93%</b>	
Profit/Loss	\$ (1,935.48)	\$ (629.32)		Profit/Loss	\$ (3,895.83)	\$ 2,171.84		Non-fee income	\$ 297,358.00	\$ 308,107.85	104%	
								Fee income	\$ 545,335.00	\$ 551,599.87	101%	
								<b>TOTAL INCOME</b>	<b>\$ 842,693.00</b>	<b>\$ 859,707.72</b>	<b>102%</b>	
057 TECHNICIAN				060 GENERAL ADMIN				CashBalanceAdjust1314				
	Budget	Actual	Percent		Budget	Actual	Percent			\$	156,120.65	
Payroll	\$ 92,414.00	\$ 89,530.33	97%	Payroll	\$ 279,390.21	\$ 277,199.36	99%	Net Profit/Loss	\$	(88,477.97)	\$	(3,942.06)
Supplies	\$ 3,500.00	\$ 2,562.77	73%	Supplies	\$ 10,000.00	\$ 7,635.48	76%					
Leadership develop.	\$ 4,200.00	\$ 3,928.29	94%	Leadership develop.	\$ 4,000.00	\$ 4,010.05	100%					
Admin service charges	\$ 14,355.00	\$ 14,355.06	100%	Admin service charges	\$ 15,052.00	\$ 15,052.14	100%					
Current services	\$ 180,439.22	\$ 173,883.51	96%	Current services	\$ 7,210.04	\$ 5,923.43	82%					
Fixed charges	\$ 12,078.00	\$ 17,173.68	142%	Fixed charges	\$ 300.00	\$ 559.00	186%					
Student financial aid	\$ -	\$ -	0%	Contracted services	\$ 5,400.00	\$ 4,950.00	92%					
<b>TOTAL</b>	<b>\$ 306,986.22</b>	<b>\$ 301,433.64</b>	<b>98%</b>	Capital outlay	\$ 50,000.00	\$ -	0%					
Non-fee income	\$ 234,953.00	\$ 234,610.13	100%	<b>TOTAL</b>	<b>\$ 371,352.25</b>	<b>\$ 315,329.46</b>	<b>85%</b>					
Fee income	\$ -	\$ -	0.00%	Non-fee income	\$ -	\$ (1.58)	-					
<b>TOTAL</b>	<b>\$ 234,953.00</b>	<b>\$ 234,610.13</b>	<b>100%</b>	Fee income	\$ 354,739.22	\$ 358,814.50	65.05%					
Profit/Loss	\$ (72,033.22)	\$ (66,823.51)		<b>TOTAL</b>	<b>\$ 354,739.22</b>	<b>\$ 358,812.92</b>	<b>101%</b>					
				Profit/Loss	\$ (16,613.03)	\$ 43,483.46						

# STUDENT MEDIA BUDGET VS. ACTUAL

DATE: September 1, 2014  
 PERCENT THROUGH FISCAL YEAR: 17%

056 AGROMECK			
	<i>Budget</i>	<i>Actual</i>	<i>Percent</i>
Payroll	\$ 15,020.04	\$ 3,250.31	22%
Supplies	\$ 850.00	\$ -	0%
Leadership develop.	\$ 1,860.00	\$ -	0%
Admin service charges	\$ 4,003.00	\$ -	0%
Current services	\$ 28,558.24	\$ 302.35	1%
Fixed charges	\$ 943.00	\$ 225.00	24%
<b>TOTAL</b>	<b>\$ 51,234.28</b>	<b>\$ 3,777.66</b>	<b>7%</b>
Non-fee income	\$ 30,000.00	\$ (398.27)	-1%
Fee income	\$ 21,234.28	\$ 9,230.50	3.40%
<b>TOTAL</b>	<b>\$ 51,234.28</b>	<b>\$ 8,832.23</b>	<b>17%</b>
Profit/Loss	\$ -		

058 WINDHOVER			
	<i>Budget</i>	<i>Actual</i>	<i>Percent</i>
Payroll	\$ 4,400.00	\$ -	0%
Supplies	\$ 450.00	\$ -	0%
Leadership develop.	\$ 100.00	\$ -	0%
Admin service charges	\$ 1,012.00	\$ -	0%
Current services	\$ 14,940.00	\$ -	0%
Fixed charges	\$ 343.00	\$ 225.00	66%
<b>TOTAL</b>	<b>\$ 21,245.00</b>	<b>\$ 225.00</b>	<b>1%</b>
Non-fee income	\$ 500.00	\$ -	0%
Fee income	\$ 6,855.00	\$ 2,979.85	1.10%
<b>TOTAL</b>	<b>\$ 7,355.00</b>	<b>\$ 2,979.85</b>	<b>41%</b>
Profit/Loss	\$ (13,890.00)		

066 TECH SUPPORT			
	<i>Budget</i>	<i>Actual</i>	<i>Percent</i>
Payroll	\$ 75,390.52	\$ 12,467.04	17%
Supplies	\$ 2,500.00	\$ -	0%
Leadership develop.	\$ -	\$ -	0%
Admin service charges	\$ 3,818.00	\$ -	0%
Current services	\$ -	\$ 149.66	
Fixed charges	\$ -	\$ -	
<b>TOTAL</b>	<b>\$ 81,708.52</b>	<b>\$ 12,616.70</b>	<b>15%</b>
Non-fee income	\$ -	\$ -	
Fee income	\$ 81,708.52	\$ 35,518.53	13.10%
<b>TOTAL</b>	<b>\$ 81,708.52</b>	<b>\$ 35,518.53</b>	<b>43%</b>
Profit/Loss	\$ -		

061 NUBIAN MESSAGE			
	<i>Budget</i>	<i>Actual</i>	<i>Percent</i>
Payroll	\$ 3,850.37	\$ -	0%
Supplies	\$ 150.00	\$ -	0%
Leadership develop.	\$ 1,920.00	\$ -	0%
Admin service charges	\$ 716.00	\$ -	0%
Current services	\$ 6,854.93	\$ 504.75	7%
Fixed charges	\$ 174.00	\$ -	0%
<b>TOTAL</b>	<b>\$ 13,665.30</b>	<b>\$ 504.75</b>	<b>4%</b>
Non-fee income	\$ 2,000.00	\$ -	0%
Fee income	\$ 11,665.30	\$ 5,070.88	1.87%
<b>TOTAL</b>	<b>\$ 13,665.30</b>	<b>\$ 5,070.88</b>	<b>37%</b>
Profit/Loss	\$ -		

059 WKNC			
	<i>Budget</i>	<i>Actual</i>	<i>Percent</i>
Payroll	\$ 35,156.00	\$ 5,604.85	16%
Supplies	\$ 3,500.00	\$ 411.88	12%
Leadership develop.	\$ 2,320.00	\$ 1,070.80	
Admin service charges	\$ 2,638.00	\$ -	0%
Current services	\$ 3,380.60	\$ 345.06	10%
Fixed charges	\$ 4,697.00	\$ 416.00	9%
Contracted services	\$ 1,000.00	\$ -	0%
<b>TOTAL</b>	<b>\$ 52,691.60</b>	<b>\$ 7,848.59</b>	<b>15%</b>
Non-fee income	\$ 47,100.00	\$ 1,757.07	4%
Fee income	\$ 5,591.60	\$ 2,430.66	0.90%
<b>TOTAL</b>	<b>\$ 52,691.60</b>	<b>\$ 4,187.73</b>	<b>8%</b>
Profit/Loss	\$ -		

OVERALL			
	<i>Budget</i>	<i>Actual</i>	<i>Percent</i>
Payroll	\$ 566,616.61	\$ 74,363.41	13%
Supplies	\$ 23,996.00	\$ 3,557.37	15%
Leadership develop.	\$ 19,550.00	\$ 2,726.93	14%
Admin service charges	\$ 45,061.00	\$ -	0%
Current services	\$ 226,796.59	\$ 12,723.41	6%
Fixed charges	\$ 18,585.00	\$ 1,489.55	8%
Contracted services	\$ 6,400.00	\$ -	0%
Capital outlay	\$ 32,500.00	\$ 30,232.91	93%
Student financial aid	\$ -	\$ -	0%
<b>TOTAL EXPENSES</b>	<b>\$ 939,505.20</b>	<b>\$ 125,093.58</b>	<b>13%</b>
Non-fee income	\$ 327,856.00	\$ 9,481.37	3%
Fee income	\$ 623,950.00	\$ 271,229.82	43%
<b>TOTAL INCOME</b>	<b>\$ 951,806.00</b>	<b>\$ 280,711.19</b>	<b>29%</b>
Net Profit/Loss	\$ 12,300.80		

057 TECHNICIAN			
	<i>Budget</i>	<i>Actual</i>	<i>Percent</i>
Payroll	\$ 89,525.86	\$ 7,189.47	8%
Supplies	\$ 3,500.00	\$ 137.44	4%
Leadership develop.	\$ 7,490.00	\$ -	0%
Admin service charges	\$ 14,831.00	\$ -	0%
Current services	\$ 163,844.06	\$ 9,148.39	6%
Fixed charges	\$ 12,078.00	\$ 573.55	5%
Student financial aid	\$ -	\$ -	0%
<b>TOTAL</b>	<b>\$ 291,268.92</b>	<b>\$ 17,048.85</b>	<b>6%</b>
Non-fee income	\$ 234,366.00	\$ 8,122.57	3%
Fee income	\$ 56,902.92	\$ 24,735.59	9.12%
<b>TOTAL</b>	<b>\$ 291,268.92</b>	<b>\$ 32,858.16</b>	<b>11%</b>
Profit/Loss	\$ -		

060 GENERAL ADMIN			
	<i>Budget</i>	<i>Actual</i>	<i>Percent</i>
Payroll	\$ 343,273.83	\$ 45,851.74	13%
Supplies	\$ 13,046.00	\$ 3,008.05	23%
Leadership develop.	\$ 5,860.00	\$ 1,656.13	28%
Admin service charges	\$ 18,043.00	\$ -	0%
Current services	\$ 9,218.76	\$ 2,273.20	25%
Fixed charges	\$ 350.00	\$ 50.00	14%
Contracted services	\$ 5,400.00	\$ -	0%
Capital outlay	\$ 32,500.00	\$ 30,232.91	93%
<b>TOTAL</b>	<b>\$ 427,691.59</b>	<b>\$ 83,072.03</b>	<b>19%</b>
Non-fee income	\$ -	\$ -	
Fee income	\$ 439,992.38	\$ 191,263.81	70.52%
<b>TOTAL</b>	<b>\$ 439,992.38</b>	<b>\$ 191,263.81</b>	<b>43%</b>
Profit/Loss	\$ 12,300.80		

# ELLEN MEDER

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Twitter:

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## SUMMARY

Ambitious young professional, talented at writing news and feature stories with extensive experience meeting deadlines for web, print and broadcast. Excited to build on social media savvy learned as part of an award-winning multimedia team.

## SKILLS

Reporting, Writing, Editing, AP Style, Social Media Strategy, Shooting Photos, Shooting Video, Premiere Pro, Photoshop, InDesign, Quark, iMovie, Audacity, Content Management Systems

## AWARDS

South Carolina Press Association, Third Place for Series of Articles in 18,000-45,000 daily division, 2013; SCPA First and Second Place for Lifestyle Feature Writing in 20,000-50,000 daily division, 2012; SCPA First Place for Infographic in the College Division 2011; American Association of Nude Recreation's non-nudist publication award, 2009.

## REFERENCES

-Tucker Mitchell, former editor, Morning News, 843-661-1332  
-Lindsay Buchanan, former online production coordinator, Morning News, 843-610-4260  
-Robert Kittle, senior reporter, WSPA-TV, 803-254-2274

## EDUCATION

**University of South Carolina**, Columbia, South Carolina  
**Bachelor of Arts, Journalism and Mass Communications**, May 2011

- Graduated Cum Laude
- Major: Print Journalism; Minor: Political Science
- McNair Scholarship, awarded to the top 20 out-of-state students
- South Carolina Honors College

## PROFESSIONAL EXPERIENCE

**Morning News**, Florence, S.C.

- Digital Journalist, March 2012-Present:  
Reporting and writing news and feature stories, primarily on the education beat, for print and web. Shooting and editing photos and video, as well as creating unique online content. Editing and posting web and social media content and proofing print pages several times a month.

**WSPA-TV Channel 7**, Spartanburg, S.C. station's Columbia Bureau

- Multimedia Postgraduate Intern, May 2011-March 2012:  
Covered the legislature and state government, reported news stories daily, shot and edited video for broadcast, wrote scripts and stories for web.

**The Carolina Reporter**, University of South Carolina, Columbia, S.C.

- Writer, Editor, Designer, January 2011-May 2011:  
Wrote spot news, developed features, created infographics, designed pages, edited stories and generated diverse multimedia content.

**The Daily Gamecock**, University of South Carolina, Columbia, S.C.

- Managing Editor, August 2010-December 2010:  
Responsible for editing and producing two of five weekly editions. Coordinated special projects and assisted in personnel management.
- Editor-in-Chief, June 2010-August 2010:  
Managed all editing and production for weekly print publications in addition to managing online content and providing supplemental news and arts articles and photography.
- Assistant Editor of The Mix, August 2008-December 2009:  
Managed production of the arts, entertainment and feature section twice weekly and frequently contributed articles.
- Staff Writer, January 2008- May 2008:  
Wrote two arts and entertainment articles and an opinion column weekly.

**USC Office of Student Judicial Conduct**, Columbia, S.C.

- Office Assistant, January 2010-December 2010:  
Completed administrative tasks for judicial and academic integrity cases and liaised with various campus offices to coordinate hearings.

**The Post and Courier**, Charleston, S.C.

- Features Intern, June 2009-August 2009:  
Wrote several arts and entertainment articles weekly and generated story ideas for the "Preview" section.

**USC Office of Orientation and Testing**, Columbia, S.C.

- Orientation Leader and Office Assistant, January 2008-December 2009:  
Served as an orientation leader for a summer and then performed administrative tasks to sign students up for orientation and tests like PRAXIS.



# **STUDENT MEDIA ORGANIZATION REPORTS - September, 2014**

## ***Agromeck* submitted by Liz Moomey, editor**

### **Personnel**

In May, I hired five section editors, which include:

- Kaitlin Montgomery, assignments editor
- Austin Bowman, co-design editor
- Molly Donovan, co-design editor
- John Joyner, photo editor
- Nikki Stoudt, promotions manager

Beside the section editors, three 2013 staff members returned

- Hannah Field, writer
- Eliza Eisenhardt, designer
- Amanda Pearlszig, designer

During the summer coverage was spread amongst the editors, and two new staff members joined.

Section editors are paid \$100/month and co-design editors \$50/month. The promotions manager will get a bonus for reaching goals, but payment will come from the business office.

Recruitment: At the orientation and Student Media Open House, 50 students expressed interest in working for *Agromeck*. With our previous staff included, it totals 21 members.

Applications will be filled out at the training to ensure they are done right.

### **Training**

We will be holding training Sept. 13. In the morning section, the staff will have a bonding time and then go to their group whether it is design, news, features or photography. In the afternoon, we will go out on an assignment in groups of three (one writer, one photographer and one designer) and cover something on campus and then create a spread. We will also start weekly work nights, so the staff can work on their assignments and ask questions.

### **Revenue**

n/a

### **Marketing and Promotions**

Nikki will be working with the business office to ensure our marketing goals are being met. We have or plan on having partnerships with various organizations on

campus, like Alumni Association, Greek Life, Parents and Family Services and Student Government, to get the word out about *Agromeck* and how to purchase one. We will have an ad in the *Technician* soon as well.

## **Deadlines**

We have submitted two deadlines, June 27 and Aug. 14. We submitted 10 extra pages for the first deadline, and we submitted 48 pages to remain 5 spreads ahead. For our Oct. 7 deadline, we will be submitting 64 pages.

## **Business Office submitted by Mark Tate, business office manager**

## **Revenue**

### *Technician*

During this summer we ran two special sections, the Orientation Issue and the Move-In Edition. Between these two issues, we sold \$19,321.89 in advertisements. Also, in addition to this we sold \$1,686.00 of ads in the weekly summer *Technician*. We currently have profited around \$3,580 since July. The first few weeks of the semester have been slow but that was anticipated with a brand new staff. I am confident that we will begin reaching our sales goal as our staff gets more accustomed to the work environment.

### WKNC

Over the summer we sold roughly \$1000 in WKNC ads. To help boost the sales of WKNC we have hired Rebecca Volk as a WKNC account executive. Rebecca has experience as a DJ for WKNC and has done an outstanding job so far in bringing in sales.

### *Nubian Message*

*Nubian Message* sales have been very slow. To help turn this around, we have hired Dane McMillan as the *Nubian Message* sales rep and marketing person. Dane has experience with the *Nubian* and is passionate about helping it succeed.

### *Agromeck*

To help push the sale and awareness of the *Agromeck*, we have hired Nikki Stoudt as the *Agromeck* Marketing Manager. This is a new position that will focus entirely on the sale of the *Agromeck* as well as the sale of Senior Ads.

## **Personnel**

We have had very significant staff changes. The only returning sales rep is Megan Walker who is also our marketing manager. We have hired 4 additional sales

reps and are in the process of hiring two more, a campus rep as well as a prospecting rep to bring in new business. The marketing team has also been restructured. The marketing team is broken down by publication. We have personnel for WKNC, *Nubian*, and *Agromeck*. Megan is the lead on the Marketing team and oversees the *Technician* marketing. Two new office assistants have also been hired. We will start our biweekly meetings and weekly one-on-ones either next week or the following.

## **Training**

On August 18<sup>th</sup> we held a two-hour training session for all new sales reps to show them how to use AdPro as well as to train them on client relations. The training was very effective. One-on-one training has also been given in the office while needed. The office assistants were trained directly by Martha and Krystal during the summer.

## **Technology**

There are no problems with the technology, it has been working great.

## **Deadlines**

We have moved the run date for our Dining Guide from September 4<sup>th</sup> to September 11<sup>th</sup> due to a lack of ads sold. This is mainly due to there not being adequate time for our sales staff to push this sale of this issue after being hired.

## ***Nubian Message* submitted by Chris Hart-Williams, editor**

### **Personnel**

Currently The *Nubian Message* has 14 returning staff members, two new photographers, and two correspondents who are working to become staff writers.

### **Training**

There is training planned to take place after the Sept. 13 retreat. Training will be on basic news writing, such as writing leads, AP style, quote placement and more.

### **Technology**

I revamped the website this summer, it has a more modern look. I decided to change it after one of the Editorial Advisor candidates criticized our website for being "a little out of date." In the past week we've had trouble with our web host, at times it takes several attempts to upload media to the site and at times the site itself glitches. I plan on setting out time to meet with Doug to go over these issues.

## **Coverage**

We are looking to continue to build relationships with students of organizations and faculty members who head various departments on campus. We've covered three events so far, two of which will appear in our Sept. 10 issue. We received a joint \$150 grant from The Department of Multicultural Student Affairs, MSA and the African American Cultural Center, AACC to host program this Fall. I am scheduled to meet with their respective representatives the week of Sept. 22.

## **Revenue**

Dane McMillian, a former staff writer started in the Business Office this Fall selling ads for the *Nubian Message*, we are looking forward to working with him to improve our ad sales. We've only received an ad for one of our three issues this Fall, and none have come in for our Sept. 10 issue.

## ***Technician*** **submitted by Ravi Chittilla, editor**

*No report as of Sept. 4, 2014.*

## ***Windhover*** **submitted by Ajita Banerjea, editor**

## **Personnel**

This summer I hired my poetry/prose editor, short story editor, visual editor, audio editor, and the design team. They are as follows:

### Committee Heads:

- Akira Romero-Berube—Poetry/Prose Editor
- Erin Holloway—Short Story Editor
- Julie Smitka—Audio Editor
- Abigail Chapman – Visual Editor

### Design Team:

- Vikas Piddempally – Design Editor in Chief
- Lauren Lu – Senior Designer
- Vishnu Veeramachaneni – Senior Designer
- Sarah Bowman – Junior Designer



Though none of the designers from the previous year were able to return to work at *Windhover*, the new design team is experienced in web development, InDesign, and advertising, and I look forward to working with them!

At New Student Orientation, Student Media Open House, and Packapalooza this summer, 44 students expressed an interest in volunteering and/or submitting work to *Windhover*. I contacted all the students within one week of them signing up for information, and several followed up with me afterwards. Many of those students are currently in the process of signing up to join the committees.

## **Training**

The committee heads have all submitted applications, and have a comprehensive background in their individual areas. We have discussed their responsibilities for the year, as well as general deadlines and expectations.

I've talked with students who are interested in becoming parts of the committees, and discussed the responsibilities of being in a committee, and about the guidelines of participating in *Windhover*. I've discussed with them what *Windhover* is about, and how they can become more actively involved in events throughout the year.

## **Deadlines/Events**

We are in the process of deciding deadlines for priority submissions, and regular submissions, which will be similar to last year's. Thus far, we have planned to save one Open Mic Night for the spring, so it can be advertised for throughout the year. The design team's advertising experience should definitely help with campus coverage. I am also considering holding the release party at New Talley in the Spring, as per NCSU's request.

## **WKNC**

### **Submitted by John Kovalchik, General Manager**

#### **Revenue**

We ordered 50 unisex tshirts for trade. No other extra revenue sources were created.

#### **Expenditures**

Nothing to report. Within our promotions budget we purchased more promo items: stickers, koozies, match books. Over the summer purchased the rights to cartoon illustration of WKNC (used for tshirt design).

#### **Personnel**

We are currently in the process of gathering paperwork for all staff members, if paperwork has not been completed by September 26<sup>th</sup> those staff members will be terminated. New hires and old rehires include:

Program Director: W. Lilly  
Operations Manager: Matt Brown  
Promotions Director: Y. Chazal  
Music Director: M. Bryson Assistant  
Daytime Music Directors: Kevin Cosio, Maya Eriksen, Nathan Forbes  
Afterhours Music Director: C. Dolecheck  
Assistant Afterhours Music Director: C. Yeager  
Chainsaw Music Director: J. Copus  
Underground Music Director: O. Eruchalu  
Assistant Underground Music Director: E. Badorrek  
Blog Editor: Z. Dorsett  
Public Affairs: N. Savage  
LBLB Coordinator: P. Tran  
Off-Campus Promotions: J. Phillips  
On-Campus Promotions: C. Keesee  
Production Manager: E. Turner  
Photographer: R. Bridges  
Business Office Assistant: R. Volk  
Librarian: William Austin  
Production Assistant: Matt Tobia  
Graphic Designer: K. Gandhi

## **Training**

We had one summer training class over the summer beginning shortly after classes had ended, the interest meeting was held on May 20th. We had [...] in attendance [...] turn in applications and [...] were accepted. An adjustment to the curriculum for the training class was made during the summer session with the addition of one homework assignment (critiquing DJs currently on the schedule) to be completed the day of the written exam (points off of no homework). Attendance was used each day to allow DJs to learn more about one another by answering a different question about themselves each class. The fall training class begins Monday Sept. 8th. Our interest meetings were on August 25<sup>th</sup> and 27<sup>th</sup>. There were roughly 120 total in attendance at both meetings, 100 turned in applications, we accepted 30.

## **Technology**

All three CD players were replaced as well as the open production and promotions director's through the capital plan.

## **Coverage**

In May WKNC sponsored Artspllosure, and sent DJs to Drumstrong music festival in Charlotte for coverage. In June WKNC sponsored PBArt in downtown Raleigh, Redress Raleigh. In August WKNC sponsored Artists Like You concert at the Haw River Ballroom, Transfigurations Fest II in Asheville as well as sent DJs for coverage. In August we also partnered with UAB and IRC to organize Concert on the Lawn as a part of Wolf Pack

Welcome Week, DJ'd the "Target Run," Respect the Pack, Packapalooza, and the NC State Blood Drive. We participated in Campus Connections and took part in the student media open house. To advertise the training class and Concert on the Lawn we printed 9000 copies of a double sided half sheet flier to come with the Freshman welcome bags. As a part of Wolf Pack Welcome Week our concert was listed on the official literature that also was included in Freshman welcome bags. Student Body President Rusty Mau briefly included information about our training class in his welcome email to the entire student body. The official NC State Instagram posted photos from Concert on the Lawn. We've had lots of pre-hopscotch coverage on air and on the blog. We've had regular podcasts of LBLB this summer. We were awarded the Indy Week's best in the triangle and the Downtowner award.

### **Deadlines**

Nothing to report.

### **Ethics/Legal issues**

Nothing to report.