

STUDENT MEDIA BOARD OF DIRECTORS AGENDA

Tuesday, April 10, 2018 • 7 p.m.
Witherspoon 356 (African American Cultural Center Conference Room)

CALL TO ORDER

ELECTION OF RECORDING SECRETARY

NEW BUSINESS

1. Approval of minutes from March 13, 2018 board meeting
2. April budget update & adjustment of Technician revenue goal (Jamie G.)
- 3..CMBAM recap (Deja, Zanna, et al)
4. Proposal for trial modification of copyright policy for photographers (Kaydee Gawlik, Nick Faulkner)
5. Proposed change to Technician publication schedule for 2018-2019 (Jonathan, Patrick, Ellen, et al)
6. Adviser & program survey
7. Board membership for 2018-2019

REPORT 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

**NC State Student Media Board of Directors
March 2018 meeting minutes**

**Tuesday, March 13, 2018 • 7 p.m.
Room 4280 Talley Student Union**

Present: Sam McRee, Lilly Neal, Laasya Vulimiri, Josh Hyatt, Tyler Dukes, Robbie Williams, Dean Phillips, Darian Blakey, Jonathan Carter, Deja Richards, Anna Long, Anahzsa Jones, C Phillips, Jackie Gonzales, Patrick Neal

Absent: Missy Furman, Tania Allen, Meghan Glova, Jamie Halla, Ellen Meder

Others present: Adam Skrzecz, Xenna Smith, Katie Tart, Jules Conlon, Keilah Davis, Jamie Lynn Gilbert, Zanna Swann, Martha Collins, Connor Bolinder, Isaac Tolbert

CALL TO ORDER & APPOINTMENT OF RECORDING SECRETARY

Board Vice Chair Laasya Vulimiri called the meeting to order at 7:03 p.m. after establishing a quorum. Lilly Neal volunteered to serve as recording secretary for the meeting.

WELCOME NEW AND INCOMING BOARD MEMBERS

Patrick Neal introduced one new student board member and another student who will officially join the board for the 2018-2019 academic year.

Patrick said Student Body President Jackie Gonzalez had appointed Darian Blakey to fill the last remaining vacancy among the SBP-appointed seats. Patrick said Darian would be a voting member immediately and would serve through the end of the Fall 2018 semester, when she expects to graduate.

Patrick also welcomed Adam Skrzecz, who ran for and won a seat on the board in the February Student Body Elections. Patrick said Adam would not be a voting member of the board until his term officially began in September, but he said Adam planned to attend the board's remaining meetings of 2017-2018 as an observer.

APPROVAL OF JANUARY 2018 MINUTES

Dean Phillips moved that the Jan. 9, 2018 board meeting minutes be approved, with Anna Long seconding the motion. The minutes were unanimously approved.

MARCH BUDGET UPDATE

Jamie Lynn Gilbert presented the March 2018 budget update. The update was included as part of the meeting package and is made a part of these minutes by reference

Jamie noted the following:

- Expenditures are in line with expectations.
- Both Agromeck and WKNC are on track to meet their non-fee revenue goals.
- Nubian Message's non-fee revenue goal was revised upward to \$6,200, which takes into account the unbudgeted revenues realized from its 25th anniversary edition.
- Each media outlet can expect \$2,200 in income from sales of ads in the 2017 Orientation magazine to be credited to their organizations by the end of the fiscal year. Last year, Jamie said, the money was deposited into the individual accounts closer to the start of the fiscal year. This year, she said most of the money was billed and collected in May and June of 2017 – outside the current fiscal year. She said she expected the \$11,000 total to be billed and collected in May and June of this year to be moved from the individual accounts in June, prior to the end of the fiscal year on June 30.
- Technician's original non-fee income goal was \$160,000; based on sales thus far this year, Jamie said she revised it downward by \$50,000 to \$110,000. As of Feb. 28, she said Technician was at almost \$60,000, or 37% of the original goal and 19% behind where we were at this point last year. She said Technician must collect an average of \$12,500 per month for the next four months to

meet the revised goal. She said she believed it was doable and that she was not prepared to revise the revenue projection downward again at present, but she added that the projection may be lowered again for March depending on sales in the interim.

NCCMA RECAP

Staff members involved with the North Carolina College Media Association meeting hosted by NC State Student Media on Saturday, Feb. 24 at Withers Hall gave a brief recap of the event. A copy of the conference agenda was included in the meeting packet and is made a part of these minutes by reference. With 173 students and advisers registered, Patrick said it was one of the most well-attended conferences the NCCMA has ever hosted.

RECOMMENDATIONS FROM ADVISORY BOARDS FOR 2018-2019 STUDENT LEADERS

The various Student Media advisory boards interviewed candidates for all top student leader positions in the month of February and made their recommendations to the full board. Those advisory board recommendations and their outcomes were as follows:

- On behalf of the Newspapers Advisory Board, Anahzsa Jones “enthusiastically” recommended that Jonathan Carter be named Editor In Chief of the Technician and that Keilah Davis be named Editor In Chief of the Nubian Message for 2018-2019. Anahzsa made the motion to hire Jonathan, and Tyler Dukes seconded it. The board voted unanimously to approve it. Anahzsa then made the motion to hire Keilah, and Laasya seconded it. The board unanimously approved that motion as well.
- On behalf of the Broadcast Advisory Board, Sam McRee recommended that Jules Conlon be named General Manager of WKNC for 2018-2019. Lilly moved to accept the advisory board’s recommendation, and Laasya seconded that motion. The board unanimously approved it.
- On behalf of the Annual Publications Advisory Board, Anna recommended that Katie Tart be hired as Editor In Chief of Agromeck for 2018-2019. Anna moved to accept the advisory board’s recommendation, and Lilly seconded the motion. The board unanimously approved it. Also on behalf of the Annual Publications Advisory Board, C Phillips recommended that Xenna Smith be hired as Editor In Chief of Windhover for 2018-2019, and further recommended that the requirement of two full semesters of previous work with the medium be waived. Tyler moved to accept both recommendations and C seconded the motion. The board unanimously approved it.
- With regard to the Student Business Office’s top spot, Patrick said Deja had notified him that she was withdrawing her candidacy in light of new professional opportunities that had opened up for her since the interview, including a corporate internship with Nordstrom. In light of that, Robbie Williams moved that the position be left vacant for the summer, and that the application and interview process begin at the start of the fall semester. Dean seconded that motion. In the brief discussion that followed, Tyler Dukes asked Deja whether anyone currently on staff in the Student Business Office might be ready for the position. Deja said that while she had a good group in the Student Business Office, she didn’t think any of them had enough experience to step up to the top position yet. The board ultimately voted unanimously to leave the position open until the fall.

PROPOSED CHANGE TO TECHNICIAN PUBLICATION SCHEDULE FOR 2018-2019

Patrick said that in light of a precipitous ongoing decline in newspaper print revenues – a nationwide challenge for student and commercial newspapers alike – he recommended that the Technician reduce its print publication schedule from the current twice-weekly schedule to once per week, and further recommended that Technician cut the weekly summer print editions altogether. (A 15-year history of Technician ad revenues and a one-page summary of various scenarios and their concomitant cost savings were included in the meeting package, and are incorporated into these minutes by reference.) Patrick said that he had already briefed the members of the Newspapers and Business Office advisory boards on this recommendation, and he said the final budget submitted to the Division of Academic and Student Affairs assumed a once-per-week print publication schedule. He noted that while the budget reflected the cost savings expected from scaling back the print schedule, he said it left Technician’s personnel untouched, as the budget assumed that the same level of activity would continue to occur, only

redirected into online efforts and away from print. Jonathan said that beyond the financial realities, it was time for Technician to make the change and acknowledge the reality that most students were reading Technician online rather than in its print form. Patrick said that under Jonathan's leadership, the current Technician staff had been the only group in his experience who had truly pursued a "digital first" strategy; in light of that, he said, they would be the perfect group to take the Technician from a print newspaper supported by a website to an online news organization supported by a weekly print edition. In the end, Patrick said he would schedule a called meeting some time before the board's regular April meeting, and that he would invite members of the Newspapers and Business Office advisory boards in addition to members of the full board. He also encouraged Jonathan and Deja to invite any members of their staffs who might want to come and listen or offer their opinions.

REPORT ADDENDA

Organization reports provided by each of the media organizations prior to the meeting were included in the meeting package and are made part of these minutes by reference. Two board reports not submitted by the deadline for the meeting package are attached as part of these minutes.

With regard to addenda offered at the meeting:

- Anna said Agromeck had sold 14 or 15 more books, bringing the total number of books sold to more than 100.
- Anahzsa said she had decided to push the publication of the semester's remaining Nubian Message issues back one week, as the issue published just before Spring Break had only been on the stands for just two or three days when students were actually on campus to pick them up. Furthermore, she said, her staff would be able to produce a stronger paper with a week's lead time as opposed to trying to throw an issue together after being back at school for only a couple of days after Spring Break. She said she and her staff were still discussing what to do about the Nubian's final issue of the year, which would be pushed into finals week if all three remaining issues were published a week later than originally scheduled.

ADJOURN

Laasya adjourned the meeting at 7:35 p.m.

STUDENT MEDIA BUDGET V. ACTUAL

DATE: April 1, 2018
PERCENT THROUGH FISCAL YEAR: 75%

056	AGROMECK			058	WINDHOVER				OVERALL		
	Budget	Actual	Percent		Budget	Actual	Percent		Budget	Actual	Percent
Payroll	\$ 30,861.25	\$ 18,560.60	60%	Payroll	\$ 5,727.42	\$ 2,042.18	36%	Payroll	\$ 713,704.54	\$ 465,119.06	65%
Supplies	\$ 900.00	\$ 121.26	13%	Supplies	\$ 635.00	\$ 110.53	17%	Supplies	\$ 20,300.27	\$ 9,528.98	47%
Leadership develop.	\$ 4,750.00	\$ 4,003.12	84%	Leadership develop.	\$ 1,170.00	\$ 60.00	5%	Leadership develop.	\$ 30,000.00	\$ 21,449.26	71%
Admin service charges	\$ 3,200.00	\$ 2,415.30	75%	Admin service charges	\$ 1,500.00	\$ 966.46	64%	Admin service charges	\$ 53,100.00	\$ 43,043.72	81%
Current services	\$ 27,096.00	\$ 603.11	2%	Current services	\$ 12,450.00	\$ 880.47	7%	Current services	\$ 144,499.85	\$ 67,081.39	46%
Fixed charges	\$ 1,175.00	\$ 778.93	66%	Fixed charges	\$ 425.00	\$ 795.00	187%	Fixed charges	\$ 24,500.00	\$ 12,948.35	53%
TOTAL	\$ 67,982.25	\$ 26,482.32	39%	TOTAL	\$ 21,907.42	\$ 4,854.64	22%	Contracted services	\$ 5,000.00	\$ 1,250.00	25%
Non-fee income	\$ 26,200.00	\$ 17,821.34	68%	Non-fee income	\$ 2,200.00	\$ 28.78	1%	Capital outlay	\$ 38,500.00	\$ 28,825.66	75%
Fee income	\$ 41,782.25	\$ 40,784.27	5.48%	Fee income	\$ 19,707.42	\$ 19,236.71	2.59%	TOTAL EXPENSES	\$ 1,029,604.66	\$ 649,246.42	63%
TOTAL	\$ 67,982.25	\$ 58,605.61	86%	TOTAL	\$ 21,907.42	\$ 19,265.49	88%	Non-fee income	\$ 247,100.00	\$ 124,334.12	50%
Profit/Loss	\$ -			Profit/Loss	\$ -			Fee income	\$ 762,000.00	\$ 743,799.52	98%
061 NUBIAN MESSAGE				059 WKNC				Interest income	\$ -	\$ 944.08	
	Budget	Actual	Percent		Budget	Actual	Percent	Food purchases	\$ -	\$ (740.23)	
Payroll	\$ 6,859.13	\$ 3,786.34	55%	Payroll	\$ 62,516.98	\$ 30,485.20	49%	TOTAL INCOME	\$ 1,009,100.00	\$ 868,337.49	86%
Supplies	\$ 100.00	\$ 328.01	328%	Supplies	\$ 2,600.00	\$ 2,164.03	83%	Net Profit/Loss	\$ (20,504.66)		
Leadership develop.	\$ 2,060.00	\$ 1,590.62	77%	Leadership develop.	\$ 3,940.00	\$ 2,619.40	66%				
Admin service charges	\$ 1,000.00	\$ 956.93	96%	Admin service charges	\$ 3,400.00	\$ 3,325.14	98%				
Current services	\$ 8,976.00	\$ 7,441.38	83%	Current services	\$ 8,580.00	\$ 8,415.47	98%				
Fixed charges	\$ 640.00	\$ 350.00	55%	Fixed charges	\$ 4,745.00	\$ 2,989.00	63%				
TOTAL	\$ 19,635.13	\$ 14,453.28	74%	Contracted services	\$ 1,000.00	\$ -	0%				
Non-fee income	\$ 3,200.00	\$ 3,995.17	125%	TOTAL	\$ 86,781.98	\$ 49,998.24	58%				
Fee income	\$ 16,435.13	\$ 16,042.58	2.16%	Non-fee income	\$ 45,500.00	\$ 30,390.31	67%				
TOTAL	\$ 19,635.13	\$ 20,037.75	102%	Fee income	\$ 41,281.98	\$ 40,295.95	5.42%				
Profit/Loss	\$ -			TOTAL	\$ 86,781.98	\$ 70,686.26	81%				
Profit/Loss	\$ -			Profit/Loss	\$ -						
057 TECHNICIAN				060 GENERAL ADMIN							
	Budget	Actual	Percent		Budget	Actual	Percent				
Payroll	\$ 126,626.76	\$ 73,831.69	58%	Payroll	\$ 481,113.00	\$ 336,413.05	70%				
Supplies	\$ 1,150.00	\$ 256.34	22%	Supplies	\$ 14,915.27	\$ 6,548.81	44%				
Leadership develop.	\$ 4,490.00	\$ 4,839.55	108%	Leadership develop.	\$ 13,590.00	\$ 8,336.57	61%				
Admin service charges	\$ 10,400.00	\$ 8,942.60	86%	Admin service charges	\$ 33,600.00	\$ 26,437.29	79%				
Current services	\$ 62,485.00	\$ 42,621.45	68%	Current services	\$ 24,912.85	\$ 7,119.51	29%				
Fixed charges	\$ 11,330.00	\$ 7,311.00	65%	Fixed charges	\$ 6,185.00	\$ 724.42	12%				
TOTAL	\$ 216,481.76	\$ 137,802.63	64%	Contracted services	\$ 4,000.00	\$ 1,250.00	31%				
Non-fee income	\$ 160,000.00	\$ 69,011.74	43%	Capital outlay	\$ 38,500.00	\$ 28,825.66	75%				
Fee income	\$ 56,481.76	\$ 55,132.68	7.41%	TOTAL	\$ 616,816.12	\$ 415,655.31	67%				
TOTAL	\$ 216,481.76	\$ 124,144.42	57%	Non-fee income	\$ 10,000.00	\$ 3,086.78	31%				
Profit/Loss	\$ -			Fee income	\$ 586,311.46	\$ 572,307.33	76.94%				
				TOTAL	\$ 596,311.46	\$ 575,394.11	96%				
				Profit/Loss	\$ (20,504.66)						

Technician 2018

Revenue Estimate Projection to June 30, 2018

TOTAL - \$12,840 based on existing activity plus

With dedicated push but conservative figures \$15,000 to \$18,000

Based on following billing and projection status.

Billed but not paid

- Approximately, \$5,158

To be billed

- Approximately, \$4,682

Tech - IDT 1762.00

Mag – IDT \$1,125

Mag – 1250

Tech - 545

Projected sales

- Magazines – Orientation portion - \$2,500
- Greek Life Publication - \$3,000 to \$5,000 first year
- Digital Sales (online, social media, design work, etc.) - \$500

CURRENT

COPYRIGHT POLICY

PURPOSE

Student Media has the obligation to protect the copyright of articles, designs, audio, video, photographs and other material, including websites and audio/visual material and ads, created under its auspices. Without this unique material, students and other members of our target audience would have no need to come to the media for information. As per the copyright law of the United States, materials are copyrighted when created. Works created under the auspices of the Student Media are immediately copyrighted by NCSU Student Media.

Nothing in this policy, however, should preclude a student from displaying his or her work as part of a portfolio or in a contest assuming that all work is appropriately credited as work created for NCSU Student Media.

It is a violation of state law to use state-owned equipment for personal gain.

POLICY

1. Any work ordered by the editor or his or her designee directly or indirectly shall be considered work commissioned for Student Media within the individual's scope of employment. This includes:
 - Actively taking an assignment from an editor, writer, reporter or other staff member for Student Media;
 - Verbally (or otherwise) agreeing to take an assignment for Student Media; or
 - Creating material while representing Student Media by using Student Media equipment, obtaining a press credential using the name of a N.C. State Student Media or otherwise identifying yourself as a member of Student Media.
2. Student Media has first right to all photographs, audio, video, programming, art work, and stories produced as part of the work-for-hire arrangement and within the individual's scope of employment. Such works will not be distributed outside the Student Media in any form, including by email, email distribution list, website, bulletin board or printed publication.
3. Students working for Student Media may use works created as part of their employment for portfolio or contest purposes if all works are represented as created as part of the individual's work for NCSU Student Media.
4. When entering contests, the copyright must remain with NCSU Student Media and shall not be assigned to the contest sponsor.
5. Student Media will only make available for resale works that have been published unless other contractual arrangements have been made in advance.
6. Eighteen months after the work was created, so as not to conflict with the content in current media, Student Media grants the student who created the work the right to publish or distribute the works created in other venues without restriction provided appropriate credit is given indicating that the work was created for the N.C. State Student Media, "Photo by Alex Sanchez, ©2012 N.C. State Student Media," for example.

ACCEPTANCE

To indicate their awareness of the Student Media policy, students will be required to sign a contract. Sample wording in such a contract appears below.

Student Media equipment

Student Media equipment is state property. Student Media equipment may NOT be used for personal assignments or assignments for other entities. The pool equipment has to be shared by all of the staff photographers and videographers. You are responsible for it when you are using it, including, potentially, the costs of any damages beyond any normal wear and tear.

Ownership of work

In accordance with North Carolina State University Student Media policy, Student Media owns all images taken on assignment for the Student Media. This does NOT prevent student photographers from taking pictures on their own, using their own equipment, for profit. It does NOT prevent a student photographer from publishing photos they have taken on their own website for portfolio purposes or otherwise displaying them for portfolio purposes. It DOES prevent a photographer from releasing any photos taken while on assignment from Student Media – as indicated above – before they are published by Student Media. Student Media retains the rights to publish in any form photographs taken while on assignment or published in a student media. The same rules apply to audio and video created during assignment for the Student Media.

I agree to abide by NCSU Student Media accepted policy and practice in regards to photography and videography, including taking of assignments, filing of pictures and video and checking out equipment. I understand that violation of accepted practice, as indicated on this form, or violation of policy may result in not being paid for the assignment or other disciplinary action up to and including termination. I also understand that I will not get paid for any photo or video assignment until that assignment is completed as defined in the attached literature.

HISTORY

Previous contracts have taken all rights away from the student who created the work. For example, a clause in the contract signed by Jason Ivester in 1999 said, "All rights, titles, licenses, etc. will belong to Agromeck." This would have prevented the author from using the work in any form or fashion. In 2002, Tim Lytvinenko signed a similar contract that said, "Any work that I do for Agromeck will belong solely to Agromeck. All rights, titles, licenses, etc. will belong to Agromeck." The policy written above gives the NCSU Student Media first rights of refusal on all works created as an employee of Student Media. However, it also grants the student the right to use the story, design, photo or other creation as part of a portfolio or contest entry. And after 18 months, the student creator can use the work as he or she sees fit as long as appropriate credits are given.

COPYRIGHT POLICY

PURPOSE

Student Media has the obligation to protect the copyright of articles, designs, audio, video, photographs and other material, including websites and audio/visual material and ads, created under its auspices. Without this unique material, students and other members of our target audience would have no need to come to the media for information. As per the copyright law of the United States, materials are copyrighted when created. Works created under the auspices of the Student Media are immediately copyrighted by NCSU Student Media.

Nothing in this policy, however, should preclude a student from displaying his or her work as part of a portfolio or in a contest assuming that all work is appropriately credited as work created for NCSU Student Media.

It is a violation of state law to use state-owned equipment for personal gain.

POLICY

1. Any work ordered by the editor or his or her designee directly or indirectly shall be considered work commissioned for Student Media within the individual's scope of employment. This includes:
 - a. Actively taking an assignment from an editor, writer, reporter or other staff member for Student Media
 - b. Verbally (or otherwise) agreeing to take an assignment for Student Media
 - c. Creating material while representing Student Media by using Student Media equipment, obtaining a press credential using the name of a N.C. State Student Media or otherwise identifying yourself as a member of Student Media.
2. Student Media has first right to all photographs, audio, video, programming, artwork, and stories produced as part of the work-for-hire arrangement and within the individual's scope of employment. Such works will not be distributed outside the Student Media in any form, including by email, email distribution list, website, bulletin board or printed publication.
 - a. **Inside Student Media is defined as any (i) employee-to-employee; (ii) correspondent-to-employee; (iii) adviser-to-employee; (iv) advisor-to-correspondent, where an employee is a(n) staff writer, photographer, designer, member of the editorial staff, member of professional staff, or other titular variant of a student media flat rate worker.**

3. Students working for Student Media may use works created as part of the individual's work for NCSU Student Media as part of their employment for portfolio or contests.
 - a. Further, contests may only be entered if the copyright remains with NCSU Student Media and is not given to the contest sponsor.
 - b. In regard to photography and cartoons/comics, Student Media grants the creator license to post their intellectual property created on behalf of Student Media to professional social media accounts, granted that the following stipulations and constraints are met:
 - i. The social media account must be a professional (or business) account operated independently of the creator's personal account and meet standards outlined in the Code of Ethics.
 1. The account may not post any biased or potentially inflammatory content. Err on the side of caution for opinionated/controversial things and just don't post them. Editors will be the final arbiters.
 - ii. Images may not be posted to professional social media account(s) prior to their publication in Technician (technicianonline.com) or the Nubian Message (thenubianmessage.com). Agromeck-specific assignments may be posted immediately at the discretion of the editor-in-chief.
 1. Assignments that are covered by multiple outlets cannot be posted to social media until all of the outlets have published the main work.
 - iii. All posts will tag the respective outlet(s) in the posts, and include relevant tags agreed upon by the editors-in-chiefs of their appropriate publications.
 1. I.e., #onassignment ; #youreinthelibrary ; #techonassignment
 2. I.e., @ncsutechnician ; @ncsuagromeck ; @nubianmessage
 3. If other notable or distinct people are present in a given image, it is encouraged to tag them as well. I.e., tagging "Chancellor Woodson posing with Mr. Wuf (@mr.wuf), @ncstate on Tues. Jan. 15th with shot #onassignment for @ncsutechnician".
 - iv. All posts will link to the relevant page/article/gallery of the hosting outlet(s). Include a full address or tinyurl to the gallery, story, etc. where applicable.

4. Student Media will only make available for resale works that have been published unless other contractual arrangements have been made in advance.
5. Eighteen months after the work was created or the release of the Agromeck, so as not to conflict with the content in current media, Student Media grants the student who created the work the right to publish or distribute the works created in other venues without restriction provided appropriate credit is given indicating that the work was created for the N.C. State Student Media, "Photo by Alex Sanchez, ©2012 N.C. State Student Media," for example.

ACCEPTANCE

To indicate their awareness of the Student Media policy, students will be required to sign a contract. Sample wording in such a contract appears below.

Student Media equipment

Student Media equipment is state property. Student Media equipment may NOT be used for personal assignments or assignments for other entities. The pool equipment has to be shared by all of the staff photographers and videographers. You are responsible for it when you are using it, including, potentially, the costs of any damages beyond any normal wear and tear.

Ownership of work

In accordance with North Carolina State University Student Media policy, Student Media owns all images taken on assignment for the Student Media. This does NOT prevent student photographers from taking pictures on their own, using their own equipment, for profit. It does NOT prevent a student photographer from publishing photos they have taken on their own website for portfolio purposes or otherwise displaying them for portfolio purposes (see social media constraints). It DOES prevent a photographer from releasing any photos taken while on assignment from Student Media – as indicated above – before they are published by Student Media. Student Media retains the rights to publish in any form photographs taken while on assignment or published in a student media. The same rules apply to audio and video created during assignment for the Student Media.

I agree to abide by NCSU Student Media accepted policy and practice in regards to photography and videography, including taking of assignments, filing of pictures and video and checking out equipment. I understand that violation of accepted practice, as indicated on this form, or violation of policy may result in not being paid for the assignment or other disciplinary action up to and including termination. I also understand that I will not get paid for any photo or video assignment until that assignment is completed as defined in the attached literature.

Student Media organization reports for April 2018

Agromeck

Submitted by Anna Long, Editor-In-Chief

Revenue

We have sold 188 books, including books bought by advertisers.

Expenditures

n/a

Personnel

Another one of our designers started their writer's correspondence.

A new writer joined the staff and is doing her writer's correspondence.

Katie Tart closed applications for leadership staff and will perform interviews in the next week.

Training

Anna Long, last year's EIC, met with writers to perform trainings.

Technology

n/a

Coverage

We want to cover more diversity within student groups, sports and education.

Deadlines

The deadline schedule for the 2019 book has not yet been determined.

Ethics/Legal issues

n/a

Student Business Office

Submitted by Deja Richards, General Manager

Revenue

Year to date, we have brought in \$54,770.73 for the Technician, \$3,965.21 for the Nubian Message, and \$11,296.85 for WKNC. Many of our customers are in the midst of budget planning and have been reluctant to buy advertisements. Our marketing manager is creating a year-long calendar so that we can help our customers be prepared for all of our events and publications. There has been in increasing interests in digital advertising. There have been several customers asking about sponsored content as well. We hope to end the semester with a successful Orientation issue, as some sales have already been made.

Personnel

The Business Office filled all the spring 2018 positions. We will be planning a team bonding event outside of the office for the end of the year. The team has been consistent, and most of the staff plans to be here during the summer.

Training

Zanna Swann, Deja Richards, Sam Clendenin and Matt Norris attended the 2018 CMBAM conference in Kansas City, Missouri from March 27th through March 30th. The student representative have prepared reports to share with Student Media. For the remainder of our staff meetings, we will be training on techniques learned at the conference. This will be beneficial to their growth as Media Consultants.

Nubian Message

No report as of Friday, April 6, 2018

Technician

Submitted by Jonathan Carter, Editor In Chief

Expenditures

Nothing new to report.

Personnel

Alicia Thomas was hired as one of our two assistant news editors following the resignation of Kennedy McCutchen.

Additionally, Glenn Wagstaff resigned his position as assistant photo editor. There is currently no one serving in that position.

Training

Nothing new to report.

Technology

Nothing new to report.

Coverage

Eight reporters including myself went to Washington, D.C., to cover the March for Our Lives rally on March 14. We really branched out with our event coverage, investigative storytelling, social media live reporting and opinion content. This was an event to see how much we could get done with coverage on a scale this massive. Overall, it was incredibly successful. Upon returning, we debriefed and talked with the rest of the editorial staff about what we learned. Going forward, we will incorporate those skills learned and enhanced in our news and social media reporting.

Deadlines

We have consistently met deadlines on web and print nights. Section editors are not having any substantial problems with staff members and correspondents making deadlines.

Ethics/Legal Issues

Nothing new to report.

Windhover

Submitted by C Phillips, Editor-In-Chief

Revenue

n/a

Expenditures

We are finalizing a list of supplies for our release party on April 13th. By the time this report is published, we will possibly have a more exact idea on the nature of these expenditures.

Personnel

n/a

Training

No training has taken place yet for Xenna, however I am preparing an exhaustive "help guide" on my position as editor to hand over to her before she takes over next year.

Technology

n/a

Coverage

We are heavily promoting the release party on social media and have begun posting flyers around campus.

Deadlines

As of now, we have achieved all of our goals for the year. The 2017-2018 goal schedule has been completely fulfilled up until the release party, which is this Friday 04/13. We are all so proud of our hard work this year!

Ethics/Legal issues

n/a

WKNC 88.1 FM HD-1

Submitted by Jamie Halla, General Manager

Revenue

Non-fee income (money in the bank), as of March 1, 2018: \$27,203.76

Sponsor Sales	\$10,982.25
Online/Social Media Sales	\$398.60
Event Tickets	\$5,601.40
Event Sponsorships	\$2,136.25
Women's Basketball	\$3,300.00
Men's Baseball Post	\$900.00
Event Promotions	\$2,750.00
Merchandise Sales	\$2,604.26
Other	\$1,717.55

Based on current projections, we will exceed our non-fee income goal by about \$3,000.

Personnel

Jules Conlon has been hired as general manager and has started the interviewing process for Summer 2018.

Training

New summer hires will begin training for their new position during the middle of April.

Outreach

WKNC has partnered with WXDU and WXYC for a prom-type event in Chapel Hill on April 13th. We are presenting a show with local hip-hop artists on April 21st at Kings. Concert on the Lawn has been booked and will be held April 25th on Stafford Lawns.

Programming

On April 6 we will air the first episode of Leadership Unpacked, a new program focused on youth leaders in partnership with the Center for Student Leadership, Ethics and Public Service. Any new specialty shows? I thought Cas mentioned something to me, but nothing is on the schedule.

Technology/Expenditures

Things are moving along swell.