

**Student Activity and Service Fee Submission Form  
for  
Trustee Organizations (all campuses)**

Welcome to the 2024-25 SASFAC process. If you need timeline, process, or resources, please visit the TSOS website [here](#).

Organization Contact Information

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Display Name

NetID

Patel, Naiiya

nap19008

Email

naiiya.patel@uconn.edu

Your Organization:

Daily Campus

Organization Website

[Click to visit](#)

Organization Social Media Information

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Instagram: @the\_dailycampus Twitter: @the\_dailycampus Facebook: @dailycampus1896 Youtube: Daily Campus Video

Please provide your Organization's Mission and a brief history

The Daily Campus has served the students, faculty, and staff of UConn, and the surrounding community, as a student-run newspaper for 129 years this Spring 2025. The Daily Campus is one of the last daily-print college newspapers in the United States, producing and distributing over 1,500 copies daily across dozens of locations around campus and the local community. The Daily Campus functions to commemorate UConn's history and investigate the interests of the student body.

Mission Statement: The Daily Campus strives to provide the UConn community with fair, accurate, relevant, and editorially independent content. Our goal is to take on student interests as our interests and provide the best environment for students to learn, experience, and develop news, media, and journalism skills.

Please upload a PDF of your current Organizational Chart.

Please upload a PDF of your Supplemental Excel Sheet.

[The DC Organizational Chart.png](#)

[DC-Organizational-Chart-Excel-Supplemental-FY25.xls](#)

What are your organization's current goals and how do they align with your mission?

Our organization's current goals are to continue the tradition of daily printing on UConn's campus. We strive to cover every story that interests the student body and assure fair, accurate, relevant, and editorially independent content. The Daily Campus, as always, wants to provide students with as many

opportunities to engage in print and digital journalism, whether that be through writing, production, or management roles.

## Activity Participation and Alignment

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1) Briefly describe the programs and services you provide for your constituents that serve as the primary focus of your organization.

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The Daily Campus' primary focus is content for our audience (undergraduates) and the opportunity to experience being a part of that content creation. The Daily Campus prints 1,500 copies of the newspaper five days a week and distributes them across the UConn Storrs campus, in other surrounding commercial businesses, and throughout the greater Storrs-Mansfield area. Our staff works tirelessly to cover anything and everything UConn students care about every week. Additionally, we serve as a training and professional development resource for students who want to experience the journalism industry. Frequently, our graduates continue to pursue professional careers with local and state news organizations. Any fee-paying undergraduate student is welcome to get involved, and we do not maintain any barriers to entry for new writers to participate.

Who is eligible to participate in your activities?

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All undergraduate students across all campuses

All graduate students across all campuses

Faculty/Staff

Community Members/Guests

## Financials

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Please note that items 3-5 should total 100%

2) For what purpose do you spend any portion of your budget on the operations of your organization?

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Essentially, our budget is allocated exclusively towards the creation of our newspaper through labor, subscriptions, equipment, insurance, or the building that houses our operations. We allocate a small portion of our budget for merchandise (but our members pay The Daily Campus back at cost), internal refreshments to create a stronger work environment and reward our employees at our Halloween party, biannual celebration of the end of printing, and our annual Spring Banquet.

3) What percentage of your budget is to support your organization's operations?

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100

Does your Organization pay any elected or appointed student leaders?

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Yes

If so, please list and provide a brief explanation of student payroll.

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Editor-in-Chief, Managing Editor, Business Manager, and Digital Editor are all paid \$19.09 per hour for 15-20 hours per week. These roles will be taking a pay decrease to \$18.75 starting January to assert our commitment to minimizing our budget. This time commitment is flexible, but executives reach this max often. All four positions are on

call 24/7 in case of emergencies and represent The Daily Campus to the larger community as the face of our organization. Compensating these positions allows more equal opportunity for student involvement and encourages a diverse environment within the organization. The Daily Campus believes it is important to support those who cannot freely volunteer their time without compensation. We also follow a similar leadership model to the rest of the Tier III organizations that compensate for their executive leadership.

Does your Organization pay for any non-student staff?

If so, please list and provide a brief explanation of non-student payroll.

Yes

The Daily Campus contributes to the pay of financial staff that work within Trustee Student Organization Support. The organization splits the pay for the financial managers with the other Tier III organizations that the managers work for, proportionate to the paid hours they contract with each respective organization, which was new for FY23.

4)What percentage of your budget is for programs and services for students sponsored by your organization (do not include expenses that are for members only)?

0

- a) How do you determine if these programs and services meet your organizational goal/priorities?
- b) How do you know if the program, and services you provide meet the needs/expectations of your constituents?

a) Our largest service provided is the physical printed paper that goes out 5 days a week, all semester. It is the purpose of our work to create a piece of media, whether written or digital, that fulfills the journalist need of the student body first, then faculty and staff, and the larger UConn community. This is the core of our organization and it is the product of our mission statement and organization goals.

b) We take feedback from students who are willing to provide it through email, social media, or our website. If an article does not meet the needs or expectations of our constituents, we will publish an update, or new article, or make necessary changes to assure that we are providing what the students need. We also allow anyone to write for us if they want a specific issue covered. If our writers cannot cover this content, students, staff faculty, or community members can write and ask to publish a LTOE, Letter to the Editor, and have their work published. The Daily Campus hosted a survey in Spring 2024 to receive feedback from all readers to confirm if we are upholding our mission statement.

5)For groups that fund Tier II student organizations, what percentage of your budget is allocated to them?

0

6)Please explain significant changes in the overall budget (spending plan) for this fiscal year since starting July 1, 2024, when compared to the previous year's budget and this year's original budget.

At the end of FY24, we approved a new printer, Valley Publishing, through our RFP process. Although the actual cost of printing was \$94,000 in FY24, it is expected to increase, versus decrease as we had hoped.

## Revenue

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7)What is the current Fee amount per semester/year?

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10

Storrs Undergraduate [Fees](#)  
Regional Undergraduate [Fees](#)  
GSS Graduate [Fees](#)  
Law Graduate [Fees](#)  
SSW Graduate [Fees](#)

8)Does your organization receive income from any source other than student fees?

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Yes

- a) What are the sources of revenue you currently collect and how much is it that you receive?
  - b) Are these sources consistent or variable from year to year?
  - c) How is this revenue reflected in your organization's projected budget? Please explain.
- 

The Daily Campus receives income through digital and print advertising from businesses, students, and the public. Since the COVID-19 pandemic began, our advertising revenue has decreased substantially. In 2020-2021, we maintained no print advertising. Leadership spent 2021-2022 attempting to rebuild the system by which we accept and bill ads by creating an online marketplace in UConn Marketplace that will make it easier for vendors to interface with production staff. The advertising system has been operational since the second half of the fall semester of 2022, and we are attempting to begin website advertisements to further increase revenue. Based on this situation, we project Advertising Revenue to remain anywhere near \$7,000-10,000 and will update if our digital advertisements increase.

b) Variable based on the engagement and outreach we receive.

c) Reflected under revenue code 512 - Advertising Revenue

## Expenses

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9)What are the top organization operational expenditures?

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Student Wages  
Printing  
Subscriptions  
Travel

10) How are these expenses similar to or different from the previous year?

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Yearly, student wages has been our highest expenditure, followed by our printing. As inflation increases and we face minimum wage increases mandated from the state and UConn, these wages continue to increase and escalate. These categories are always our highest expenditures and the amounts have increased each year.

11)What are the top organization expenditures for programs and services that you fund?

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12) How are these expenses similar to or different from the previous year?

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The service we provide is the printing the physical newspaper.

Printing is our second largest expense in comparison to the previous years, this has stayed consistent.

13)What are the top expenditures for Tier II organizations (if applicable) that you fund?

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14)How are these expenses similar to or different from the previous year?

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### Future Year Spending Plans

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15)What are your Organizational priorities, as reflected in your projected budgets, for the next two fiscal years?

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In our FY25 budget, our largest expenditures are towards printing and payroll. This is because we want to provide the most authentic print journalism experience for students on campus and ensure that the content that students want to be covered is covered. This means having enough employees in every written and visual section to satisfy the demand for specific stories.

In addition, The Daily Campus has been writing more stories about UConn's regional campuses to provide a holistic overview of UConn to our readers.

16) Is your Organization seeking a fee increase?

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What dollar amount are you requesting per semester/year?

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Yes

2

What is the rationale for the requested increase (i.e., for what is the additional revenue to be spent?). Please be sure to represent this in the Proposed Budget.

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One line item that majorly contributes to our financial situation is Student Wage Expenses. Currently, within The Daily Campus, we only have the essential, bare-minimum staff to cover content. Since we cannot reduce anymore roles, without disrupting our core mission, we have now started with pay cuts with executives from \$19.09 to \$18.75, and only increase other roles to their minimums during the minimum wage increases. Paying writers for their time and commitment to the Daily Campus creates an equal exchange of goods. Our writers put an extensive amount of their own time and effort into investigating topics, finding sources, and articulating their findings to provide the greater UConn community with a service. This act should not be unfairly taken advantage of without proper payment. If we want to expand or even hold constant on the news coverage we have now in FY25 to FY27, we will need to more funds. We cannot remove anymore roles.

In addition, The Daily Campus travels the least out of the media organizations across Nutmeg, WHUS, and UCTV. Only our sports and photographers travel but they miss almost all away games, as the Daily Campus tries to prioritize expensive travel days like March Madness. It creates an unfair burden our writers who must cover these games without being there. Additional revenue would be used to increase travel to equally cover away sports games and provide travel to other sections for popular events like concerts, conferences, and Connecticut wide events.

The Daily Campus has needed a huge turnover in equipment. Our apple products are unable to handle adobe, indesign, and basic applications, to the point where many copyeditors use their devices. With over 10 devices waiting to be replaced, The Daily Campus would use additional funds to replace them. As well as provide the proper equipment to copyeditors such as IPADS to digitally edit articles. The Daily

Campus has taken many steps to reduce expenses. While we have done so successfully to some extent, there is only so much room to make cuts without losing our ability to maintain our organizational goals unless we receive additional funding.

What steps have you taken to reduce expenses and what was the outcome?

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The Daily Campus has taken many steps to reduce expenses. While we have done so successfully to some extent, there is only so much room to make cuts without losing our ability to maintain our organizational goals unless we receive additional funding.

We have created a recurring expense document to find all major organizational expenses and eliminate unnecessary costs. We keep this documentation to renew essential subscriptions and ensure timely payments to reduce late fees. In doing so, we reevaluated our Adnet (Microsoft subscription) plan and halved the annual cost of it. We reduced our telephones and are working on removing that expense entirely. We were able to remove our business insurance policy from The Hartford and now only pay for essential media insurance as all journalism organizations need. We cut down thousands from our Adobe subscription by reevaluating essential personnel.

The Daily Campus has put hiring pauses in place to further reduce our student wages. We have capped departments at the number of staff writers they can hire to ensure we do not hire more employees than we can pay in the long term. We have begun pay cuts since we cannot remove anymore roles.

We also have not spent money hosting events outside the organization as other Tier III's have and limit our spending on promotional merchandise to small purchases, typically once a year. Furthermore, we no longer rent official spaces and complete all our programming (annual banquet and weekly meetings) in our building to reduce costs.

What will the outcome/consequence be if you do not receive the fee increase?

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The Daily Campus is already facing consequences regarding our budget. For the past three years, we have stayed small, operating at our bare minimum levels of functioning to have enough money to remain a daily paper. At this time, we have not had the resources to look for opportunities to expand.

What steps have you taken to increase revenue and what was the outcome?

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To increase our advertising revenue, the Business Manager and the Digital Editor have created a digital advertising reference sheet, like our print reference sheet that all potential ad buyers use. This outlines what it costs for specific-sized ads or mediums for the website. Although in the past we have always claimed we are open to digital advertising, we have not had a reference sheet or specific prices, as it has always been on a case-to-case basis. In the past, we have sold zero digital advertisements. By creating a payment rate, we are hoping to make it consistent since the website reaches 40,000 views weekly versus 10,000 (views if every paper is picked up), in print. We will also open ourselves to sponsored advertising on the website.

The Daily Campus has sold special edition copies for high demand days, such as the championship. This created the groundwork to resale in the future but this is not constant and unfortunately cannot be relied upon.

We have stayed in a cost-reducing budget model because we have not had the financial freedom to consider expanding. Our focus has been on paying our employees and printing our paper five days a week — there have not been the resources to broaden our horizons. For example, we do not have promotional events outside the organization as other Tier III organizations do, and we limit our promotional merchandise purchases to only once a year, small, and cheap products.

We deal with old equipment daily. Historically lively departments have been completely gutted, including our advertising and our receptionists. Moreover, our physical building requires maintenance fees that other Tier III do not.

If we are forced to further downsize by not receiving a fee increase, the first cut would be to our printing schedule; we would no longer be a daily print newspaper. Further, we would have to reduce student employment opportunities, by hiring fewer staff in every department. If we cannot hire more staff writers, we will be unable to meet student demands to cover critical issues such as stories on club events, administrative issues, or daily life on campus. Additionally, even if our coverage is forced to be fully online, it will still be severely lacking, due to a reduced budget for travel. This would mean that, while our travel allocations mostly go to the sports and photo sections already because we can only afford so much, we would have to limit their travel as well. We would be unable to cover as many UConn sports as possible and would have fewer photo opportunities for our staff.

What (if any) are the timing anomalies with regard to the reported income/expenditures?

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The max of \$150,000 in printing is the maximum listed in the contract, although we assume it will be around \$110,000 based on historical data and the amount we print.

**The Student Activity and Service Fee Advisory Committee will be in touch about additional steps and documentation that your Organization will need to provide along with this packet as a result of seeking a fee increase.**

Fund Balance

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17) If your Organization should carry over funds from one year to the next, what is the ideal (minimum) level of that fund balance and what is the justification for that amount?

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The minimum fund balance of The Daily Campus is based on its production for two months. This includes the equipment needed to run the paper. Computers are needed as designers must digitally format the paper. We included the price of five computers for each section and our managing editor during production nights at \$7,500. Camera equipment is essential because there is no paper without photos. We included the price of five cameras at \$8,000. The necessary costs of producing the paper involve our student staff: editors, writers, designers, copy editors, digital staff, and more. We included an estimate of 1.5 months of payroll at \$40,000. To design the paper, we need some of our subscriptions like InDesign and AP Stories, which we estimated around \$3,000. Printing the physical paper is the last necessary expense to assure we would at the very least accomplish our goal of publishing the paper. This expense is estimated to be around \$20,000 for one month. Without these expenses, we cannot produce the paper as they are the core aspect of The Daily Campus. The expenses total \$78,500.

18) If your organization is carrying a fund balance above the ideal/minimum level - what planned expenditures are budgeted (in which upcoming fiscal year)with the intention to bring down the fund balance to ideal levels?

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Most of our fund balance is due to reductions to normal operations and distribution due to the pandemic, including reductions to travel and circulation amounts. With operations returning to normal

and inflationary effects, this fund balance will decrease in a fairly quick fashion in the coming years. Combining this with January's prospective minimum-wage increase, rising printing costs, and other expenses by inflation, our current fund balance being above the ideal level should not be considered problematic.

Include what your projected balance will be at the end of this year as well as the next two projected years.

FY25 - 172,045 and FY26 no increase - 4,545 or FY26 increase 41,495 (variable with expenses and should take us close to our desired minimum fund balance).

## Other

Is there any additional information that the Committee should be aware of when reviewing your Organization's budget documentation?

The Daily Campus does not want to reduce our print schedule. With our circulation numbers already limited, printing fewer days would reduce our relevance on campus. The Daily Campus assures that our delivery drivers pick-up all left over papers, track the numbers, and lastly recycle papers. This data allows us to adjust all delivery routes as necessary to increase engagement at certain locations.

We are the only UConn specific newspapers that report issues throughout campus as well as the larger Mansfield area and assist with the news desert within Mansfield and Tolland County. One of the largest local news deserts in the country based on population impacted.

The men's basketball team winning the 2023 and 2024 National Championship highlighted the importance of printing five days a week. The UConn campus and alumni population wanted a copy of the paper that commemorated the championship win so much that our 2,000-copy circulation was not enough to meet demand. We created and printed 5,000 copies of a special edition of the championship issue, with all our NCAA coverage from the March Madness season to better meet demand. The Daily Campus functions to commemorate UConn's history; our archives prove this importance in recognizing UConn's accomplishments.

## Financials

Please upload the Fee Increase SASFAC Excel Sheet

[Student Activity Fee Budget Projection Form-Daily Campus \(1\).xlsx](#)

## Advisor & FO Review and Commentary

1. Is the financial document (specifically the columns 'FY24 Actuals' and 'FY25 Updated', including the fund balance), as presented, an accurate record of the organization's financial status?

Additional Documentation Upload

No Response

Yes

2. Do you have comments regarding the FY26 Updated or FY27 Projected Budgets?

No



3. Please provide a narrative on the advising and compliance discussions you have had to date with the Org leadership regarding their finances.

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TSOS has worked closely with the DC on ways to increase advertising revenue, renegotiate their printing contract, and manage their student labor costs. The DC practices appropriate stewardship of their funds and have been thoughtful and intention in their continuance of printed daily papers while exploring the implications of increased digital presence.

Advisor/FO signature

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Electronically Signed by O'Brien, Krista (krista.obrien@uconn.edu) - November 22, 2024 at 5:38 PM (UTC)

#### Organization Review and Vote

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You've got through and made any necessary edits:

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Yes

Date of formal Organization Budget approval

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December 5, 2024

Please upload a copy of your Organization's meeting minutes reflecting an affirmative SASFAC packet vote.

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[12.5.24 Board Meeting Minutes.pdf](#)

## Form Submission - Proposer

Submitted for Approval | Proposer

Patel, Naiiya - November 12, 2024 at 5:54 PM (UTC)

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### Task

Task Completed

O'Brien, Krista - November 22, 2024 at 5:38 PM (UTC)

Benjamin, Dawn

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### Task

Task Completed

Patel, Naiiya - December 6, 2024 at 2:31 PM (UTC)

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### Notification

Notification Sent

Clokey, David - December 6, 2024 at 2:31 PM (UTC)

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### Notification

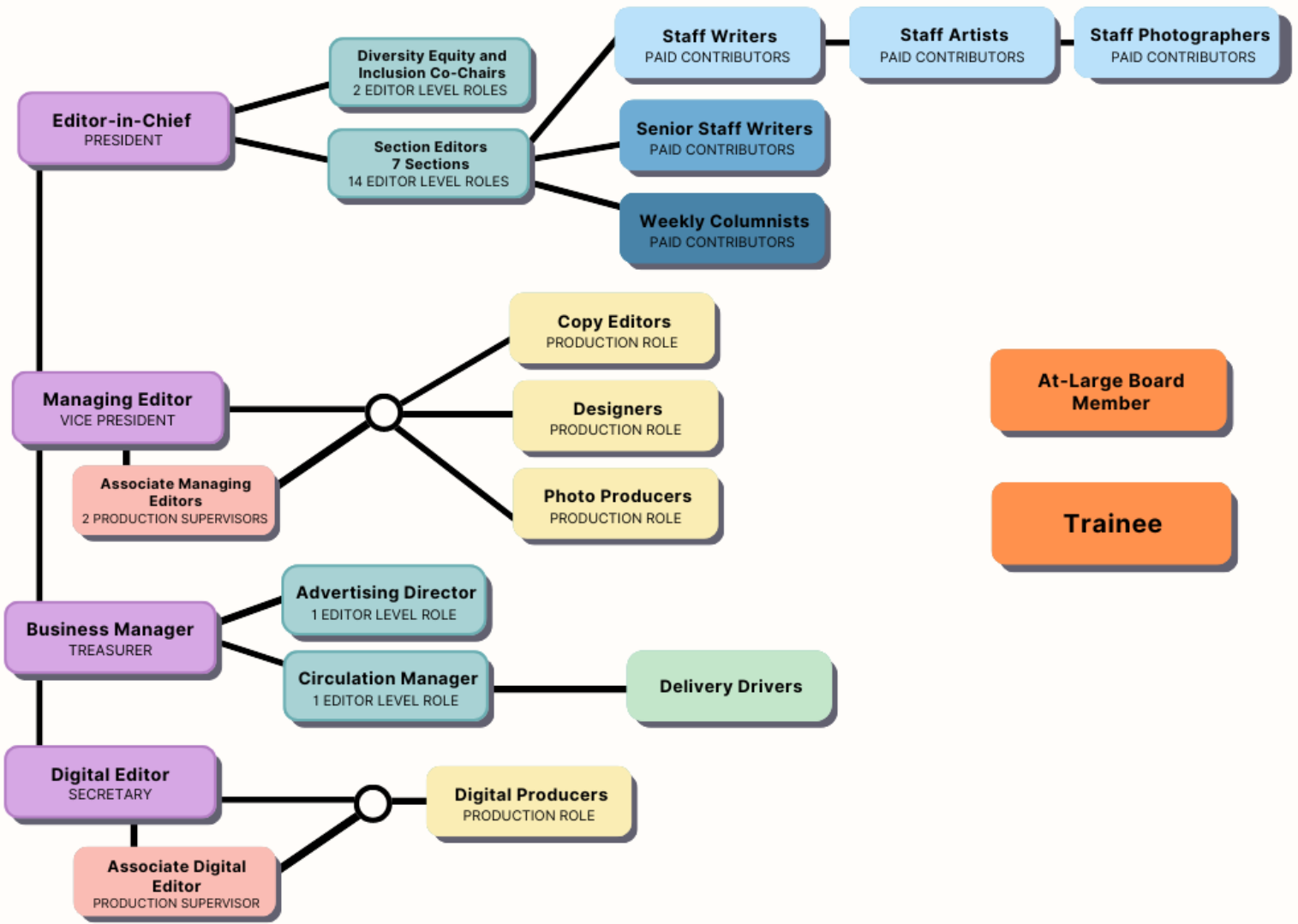
Generating PDF

O'Brien, Krista

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# ORGANIZATIONAL CHART

# DAILY CAMPUS



Org Position/Title	SOLID Equivalent	Authorized Signer?	Responsible for requesting or voting on use of Tier III Funds?	Time Approver?	Maximum Number of Positions in this Role	Paid?	Only complete if Position is Paid				Maximum # of hours an individual in this role is authorized to Work Per Pay Week (Fri-Thurs)?						Per Person: Total Wages at Maximum Pay, if Maximum Hours are Worked	Per Position: Total Wages at Maximum Pay, if Maximum Hours are Worked	Whole Organization: Total Maximum Student Wages
							Job Level	Job Code	Minimum \$/hr	Maximum \$/hr	Summer Break	Fall Semester	Fall Break	Winter Break	Spring Semester	Spring Break			
Editor-in-Chief	President	Yes	Yes	Yes	1	Yes	4	400	\$19.09	\$19.09	40	20	40	40	20	40	\$ 28,253.20	\$ 28,253.20	\$ 3,766,440.40
Managing Editor	Vice President	Yes	Yes	Yes	1	Yes	4	400	\$19.09	\$19.09	40	20	40	40	20	40	\$ 28,253.20	\$ 28,253.20	
Business Manager	Treasurer	Yes	Yes	Yes	1	Yes	4	400	\$19.09	\$19.09	40	20	40	40	20	40	\$ 28,253.20	\$ 28,253.20	
Digital Editor	Secretary	Yes	Yes	Yes	1	Yes	4	400	\$19.09	\$19.09	40	20	40	40	20	40	\$ 28,253.20	\$ 28,253.20	
Delivery Driver					10	Yes	3		\$17.09	\$17.09	0	20	0	0	20	0	\$ 10,254.00	\$ 102,540.00	
Associate Digital Editor					1	Yes	3	388	\$17.09	\$17.09	40	20	40	40	20	40	\$ 25,293.20	\$ 25,293.20	
Associate Managing Editor					2	Yes	3	388	\$17.09	\$17.09	40	20	40	40	20	40	\$ 25,293.20	\$ 50,586.40	
Advertising Director					1	Yes	2	288	\$16.09	\$16.09	40	20	40	40	20	40	\$ 23,813.20	\$ 23,813.20	
News Editor					1	Yes	2	288	\$16.09	\$16.09	40	20	40	40	20	40	\$ 23,813.20	\$ 23,813.20	
Life Editor					1	Yes	2	288	\$16.09	\$16.09	40	20	40	40	20	40	\$ 23,813.20	\$ 23,813.20	
Sports Editor					1	Yes	2	288	\$16.09	\$16.09	40	20	40	40	20	40	\$ 23,813.20	\$ 23,813.20	
Opinion Editor					1	Yes	2	288	\$16.09	\$16.09	40	20	40	40	20	40	\$ 23,813.20	\$ 23,813.20	
Photo Editor					1	Yes	2	288	\$16.09	\$16.09	40	20	40	40	20	40	\$ 23,813.20	\$ 23,813.20	
Artist Editor					1	Yes	2	288	\$16.09	\$16.09	40	20	40	40	20	40	\$ 23,813.20	\$ 23,813.20	
Associate News Editor					1	Yes	2	288	\$16.09	\$16.09	40	20	40	40	20	40	\$ 23,813.20	\$ 23,813.20	
Associate Life Editor					1	Yes	2	288	\$16.09	\$16.09	40	20	40	40	20	40	\$ 23,813.20	\$ 23,813.20	
Associate Sports Editor					1	Yes	2	288	\$16.09	\$16.09	40	20	40	40	20	40	\$ 23,813.20	\$ 23,813.20	
Associate Opinion Editor					1	Yes	2	288	\$16.09	\$16.09	40	20	40	40	20	40	\$ 23,813.20	\$ 23,813.20	
Associate Photo Editor					1	Yes	2	288	\$16.09	\$16.09	40	20	40	40	20	40	\$ 23,813.20	\$ 23,813.20	
Associate Artist Editor					1	Yes	2	288	\$16.09	\$16.09	40	20	40	40	20	40	\$ 23,813.20	\$ 23,813.20	
Circulation Manager					1	Yes	2	288	\$16.09	\$16.09	40	20	40	40	20	40	\$ 23,813.20	\$ 23,813.20	
Social Media and Outreach Coordinator					1	Yes	2	286	\$16.09	\$16.09	40	20	40	40	20	40	\$ 23,813.20	\$ 23,813.20	
Associate Social Media and Outreach Coordinator					1	Yes	2	286	\$16.09	\$16.09	40	20	40	40	20	40	\$ 23,813.20	\$ 23,813.20	
Diversity, Equity and Inclusion Co-Chairs					2	Yes	2	286	\$16.09	\$16.09	40	20	40	40	20	40	\$ 23,813.20	\$ 47,626.40	
Staff Writer					50	Yes	1	188	\$15.69	\$15.69	40	20	40	40	20	40	\$ 23,221.20	\$ 1,161,060.00	
Staff Photographer					10	Yes	1	188	\$15.69	\$15.69	40	20	40	40	20	40	\$ 23,221.20	\$ 232,212.00	
Staff Artist					10	Yes	1	188	\$15.69	\$15.69	40	20	40	40	20	40	\$ 23,221.20	\$ 232,212.00	
Weekly Columnist					4	Yes	1	188	\$15.69	\$15.69	40	20	40	40	20	40	\$ 23,221.20	\$ 92,884.80	
Senior Staff Writer					5	Yes	1	188	\$15.69	\$15.69	40	20	40	40	20	40	\$ 23,221.20	\$ 116,106.00	
Photo Producer					5	Yes	1	186	\$15.69	\$15.69	40	20	40	40	20	40	\$ 23,221.20	\$ 116,106.00	
Designer					15	Yes	1	188	\$15.69	\$15.69	0	20	0	0	20	0	\$ 9,414.00	\$ 141,210.00	
Copy Editor					20	Yes	1	188	\$15.69	\$15.69	40	20	40	40	20	40	\$ 23,221.20	\$ 464,424.00	
Digital Producer					8	Yes	1	188	\$15.69	\$15.69	40	20	40	40	20	40	\$ 23,221.20	\$ 185,769.60	
Trainee					20	Yes	1	188	\$15.69	\$15.69	0	20	0	0	20	0	\$ 9,414.00	\$ 188,280.00	
Board Member					5	Yes	1	188	\$15.69	\$15.69	40	20	40	40	20	40	\$ 23,221.20	\$ 116,106.00	

Code	Description	FY24 Actual Amount	FY25 Original Amount	FY25 Updated Amount	FY26 Original Amount	FY26 Updated Amount	FY27 Projected W/O Increase	FY27 Projected W/ Increase
Revenue	501.1 General Donations							
	501.2 Foundation Donations							
	501.3 Benefit Fundraiser Donations							
	502 Dues							
	512 Advertising	\$3,067.00	10,000	10,000	10,000	10,000	10,000	10,000
	513 Awards and Prizes							
	514 Vendor Commissions							
	515 Contractual Services							
	516 Co-Sponsorship							
	520.1 Admissions Sales							
	520.2 Food Sales							
	520.3 Merchandise Sales	\$3,226.49		3,000		3,000	3,000	3,000
	520.4 Participation Sales							
	520.5 Services Sales							
	522 Registration/Entry Fees							
	523 Rental	\$30,000.00						
	524 Travel							
	530 Penalties and Fines							
	531 Miscellaneous Revenue							
	533 Change Fund Returns							
540 Business Taxes								
546 Interest	\$13,933.74							
547 Student Fees	\$381,178.44	360,000	360,000	360,000	400,000	420,000	504,000	
<b>Total Revenues</b>		<b>\$431,405.67</b>	<b>370,000</b>	<b>373,000</b>	<b>370,000</b>	<b>413,000</b>	<b>433,000</b>	<b>517,000</b>
Expense	601 Donations							
	602 Dues							
	603 Gifts							
	604 Photocopying		100		100			
	605 Postage	\$953.34	150	1,000	150	1,000	1,000	1,000
	606 Printing	\$94,492.43	150,000	150,000	70,000	150,000	150,000	150,000
	607 Promotional Items	\$5,576.05	1,300	2,500	1,300	2,500	2,500	2,500
	608.1 Refreshments - Organization	\$1,194.20	2,500	2,500	2,500	2,500	2,500	2,500
	608.2 Refreshments - Events/Programs							
	609 Subscriptions	\$11,131.72	12,000	15,000	12,000	13,000	13,000	13,000
	610.1 Supplies - Organization	\$179.39	1,300	500	1,300	1,300	1,300	1,300
	610.2 Supplies - Events/Programs							
	611 Telephone	\$83.61	500		500			
	612 Advertising							
	613 Awards and Prizes	\$75.00						
	615.1 Contractual Services - Organization	\$137.88				200	200	250
	615.2 Contractual Services - Events/Programs							
	616 Co-Sponsorships							
	617.1 Cost of Food Sold							
	617.2 Cost of Merchandise Sold			5,000				
	617.3 Cost of Participation	\$0.87						
	617.4 Cost of Services Sold							
	622.1 Registration Fees	\$120.00		200		250	250	250
	622.2 Entry Fees							
	623 Rental							
	624 Travel	\$16,244.50	15,000	15,000	10,000	15,000	15,000	25,000
	625 Equipment/Durable Goods	\$94.72	1,000	500	1,000	1,000	1,000	1,000
	626 Equipment - Capital	\$3,932.69	8,000	6,000	8,000	8,000	8,000	15,000
	627 Insurance	\$2,353.00	3,000	3,500	3,000	3,000	3,000	3,000
	628 Repairs and Maintenance	\$207.00	1,000	1,000	1,000	1,000	1,000	1,000
629 Utilities								
630 Penalties and Fines								
631 Miscellaneous Expenses								
633 Change Funds								
640 Business Taxes								
642 Wages - Student	\$238,966.51	270,000	270,000	200,000	260,000	270,000	300,000	
643 Wages - Non-Student	\$39,018.38	43,000	43,000	43,000	43,000	43,000	43,000	
645 Wage Taxes - Non-Student								
<b>Total Expenditures</b>		<b>414,761</b>	<b>508,850</b>	<b>515,700</b>	<b>353,850</b>	<b>501,750</b>	<b>511,750</b>	<b>558,800</b>
<b>Revenues-Expenditures = Change in Fund Balance</b>		<b>16,644</b>	<b>(138,850)</b>	<b>(142,700)</b>	<b>16,150</b>	<b>(88,750)</b>	<b>(78,750)</b>	<b>(41,800)</b>
<b>Fund Balance at Start of Year</b>		<b>\$298,100.99</b>	<b>151,252</b>	<b>314,745</b>	<b>12,402</b>	<b>172,045</b>	<b>83,295</b>	<b>83,295</b>
<b>Fund Balance at End of Year</b>		<b>314,745</b>	<b>12,402</b>	<b>172,045</b>	<b>28,552</b>	<b>83,295</b>	<b>4,545</b>	<b>41,495</b>

Daily Campus Board Meeting, Meeting 24-24  
December 5, 2024  
Virtual Webex / In-Person at Daily Campus Conference Room

Voting Members Present: Sara Bedigian, Naiiya Patel, Connor Lafferty, Ky'Lynn Monts, Benjamin Lassy, Jenna Outcalt, Tomas Hinckley, Daniel Stark, Karla Perez

Voting Members Absent:

Public Attendees Present:

1. Sara called the meeting to order at 7:03 PM
2. Sara asks everyone to review the 11.10.24 meeting minutes and bring forward any issues
3. Benjamin motions to approve the 11.10.24 meeting minutes
  - a. Jenna seconds
  - b. Motion passes 6-0-1
4. Karla enters at 7:05 PM
5. Public privacy discussion in content policy
  - a. Sara wants to have a professional discussion and have an official stance on using private information within DC articles or on the website.
    - ♣ I.e. mugshots, names of students accused of crimes
  - b. Sara wants to include this information because if other news organizations are, we should remain credible. If the names or mugshot are public, the DC should follow and publish.
  - c. Dan wants to include this information because it is not the DC's job to protect individuals who commit crimes. Using mugshots can attract views and if it can increase viewership, things like putting the mugshot front page may be important too.
  - d. Ben agrees so long as there is reasoning and protection for students as needed. If it puts a student or individual at harm with their name in public, it shouldn't be included in any article or on the website.
  - e. Karla agrees names – if they are over 18, UConn students, and if the names are in the public record.
    - ♣ Minors shouldn't be named.
    - ♣ Mugshots only if they are publicly available. As well as if it is done appropriately, not dramatized.
    - ♣ Sara, Dan, and Ben agree
  - f. Thomas believes with crime, a name in a newspaper lasts a long time. We cover smaller crimes – with protesting students being the biggest reason why UConn students were arrested in 2024. We didn't post those names or pictures. We need to consider what deserves to be publicized. Extremely against the mugshot on the front page.

- g. Sara is focused on what is causing the campus harm and affects the community – this needs to be publicized. For example, with the CT Hall gun threat, those students were named across all articles in Connecticut, so the DC did as well.
  - h. Connor agrees with Thomas. Our content policy is very black and white and says we own all articles. Should we mirror our thoughts on the content policy, same philosophy and energy?
  - i. Jenna agrees legally and ethically we have the right to publish names and images, left to our discretion we need to consider the purpose and if it adds to the story.
  - j. Karla agrees with adding the name IF it adds to the story, not just for views. She is rethinking mugshots; names may be enough. Dramatizing those images doesn't suit our purpose and that's not our job.
  - k. Connor believes on a case-by-case basis, but we print daily and need guidelines to follow in case it is a quick decision.
  - l. Naiiya thinks maybe our written distinction is between UConn students/community members.
  - m. Thomas states just because it is publicly available doesn't mean, the DC needs to be the one to make it available. If we choose not to share the information, we are adhering to our values. Disagrees with Connors view that daily plays a role. Three cases this year that this applies to so three articles.
  - n. Connor wants to have news editors and Editor-in-Chief vote each time since these come on a slow basis, and they are the most informed.
  - o. Sara makes a note that briefs are different to full stories and there can be differences in what we share there.
  - p. Karla suggests maybe no name when we first publish in brief and full stories (investigatives or longer articles updating the story) can share a name and include an update on the brief through the website.
  - q. Ben agrees with Connor's voting metric, everyone should be aware of what's coming out is the most important thing. A fundamental point is keep everyone involved from executives, editors, and the writer to assure that a mugshot or name doesn't slip from a writer to copyeditors to designers without anyone noticing.
6. Batch Payroll discussion with January minimum wage increase
- a. Sara and Naiiya share that minimum wage is increasing which means the payroll of all employees is different now with the change. Initial suggestions are increasing everyone to the minimum of their new amounts, and increasing editors from \$16.50 to \$16.75, to have more than a 15-cent increase from minimum wage workers.
    - ♣ Benjamin agrees and Thomas disagrees.
      - Thomas argues that the roles are different, but the payroll is done differently and regardless, this is an increase. To support a fee increase, we should leave editors at \$16.50
  - b. Connor argues for executive roles should decrease payroll down to \$18.25 or \$18.75 to support our request for a fee increase.

- ♣ Sara and Naiiya agree.
- c. Connor asks that when we realize if we have an increase or not, we can reevaluate payroll for associate managing editors and editors to assure fair wages.
- d. The final consensus is that all roles will be put to their minimum amounts and executives will take a pay decrease to \$18.75.
- 7. Jenna motions to approve DC January 2025 Batch Payroll
  - a. Benjamin seconds
  - b. Motion passes unanimously
- 8. Naiiya brings forward MailChimp approval
  - a. Due to a small increase in a singular month, there is a gap between the total amount approved and the actuals. To assure we can reach to next semester, Naiiya is asking for an increase.
- 9. Daniel motions to increase amount approved from \$325 to \$375
  - a. Benjmain seconds
  - b. Motion passes unanimously
- 10. Naiiya brings forward SASFAC approval
  - a. The most important changes are that we are asking for a fee increase of \$2 to ensure we can stabilize our impending deficit in FY27.
- 11. Benjamin motions to approve final SASFAC form as of December 5<sup>th</sup>
  - a. Daniel seconds
  - b. Motion passes unanimously
- 12. Tomas motions to end the board meeting at 8:12 PM
  - a. Ky'lynn seconds
  - b. Motion passes unanimously

Meeting minutes submitted by Naiiya Patel, Business Manager