

Gateway Student Journalism Society

Meeting Minutes

March 27, 2024

Opening

The regular meeting of the Gateway Student Journalism Society was called to order at 7:09 p.m. online and in-person by Emily WILLIAMS.

Present:

BROOKS, Sam

TEELING, Katie

WILLIAMS, Emily

SMITH, Jonas

POLENCHUK, Lily

BAJWA-ZSCHOCKE, Anna

CRAIG, Lee

FLAMAN, Levi

THIESSEN, Nathan

YUE, Isabella (Guest)

Absent:

JICKLING, Sophie

DAUM, Evan

WATAMANIUK, Adrian

FASSONE, Lale

WILLIAMS moves to add a last addition. TEELING presents.

TEELING says she wants to add an approval to change the Opinion Editor contract, as BAJWA-ZSCHOCKE resigned yesterday and they want the person they hired for the next year to start earlier.

CRAIG seconds.

There are no votes in opposition.

Approval of the Agenda

Moved by TEELING.

Seconded by THIESSEN.

There are no votes in opposition.

Approval of Minutes

Moved by BAJWA-ZSCHOCKE.

Seconded by TEELING.

There are two abstentions and no votes in opposition.

Reports to the Board

TEELING presents the Editor-in-Chief report.

TEELING says that the DFU passed, amidst that there was election coverage and budget coverage. Says that with the bank account, in early March the account was reopened but there are still some issues. Says POLENCHUK was hired as the next year's EiC, and all of the line editor positions are hired: Omar Habibzai for Executive Director, Dylana Twitney (current news editor) for Managing Editor, Peris Jones for News Editor, and Leah Hennig for Opinion Editor. Says that for the rest of March and April they're planning transitioning and the AGM.

FLAMAN asks how TEELING found out about the bot site.

TEELING says that a bot site stole the elections Q&As, she found it by accident, and the candidates were bringing it forward. Says she sent a cease and desist and they deleted all of them, then reposted them, so she sent another cease and desist.

SMITH presents the Executive Director (ED) report.

SMITH says one last ad slot was sold. Says that the winner of the gift card from the readership survey got the gift card last week. Says that he's thankful for the DFU subcommittee's help. Says that he and TEELING processed all the paperwork with the Societies Act of Alberta, and everything's up to date.

POLENCHUK presents the Managing Editor (ME) report.

POLENCHUK says that all of her updates were covered by TEELING, and that she's thankful for the opportunity of continuing to work at The Gateway and with the board as EiC.

THIESSEN presents the Finance Committee report.

THIESSEN says there's been problems with correcting the current problems and there's plans to ask for a change in the customer service representative and getting the money from the fraudulent checks back.

WILLIAMS says that THIESSEN and TEELING are going to draft a letter to the bank that says we'll leave if changes aren't made, and that the board will get to sign it.

WILLIAMS presents the HR Committee report.

WILLIAMS says there's nothing to report as HR hasn't met.

POLENCHUK presents the Governance Committee.

POLENCHUK says the committee has been working on a confidentiality policy, which will be presented for approval later in the meeting.

BROOKS moves to give SMITH special powers to motion to dissolve the DFU subcommittee.

TEELING seconds.

There are no votes in opposition.

SMITH moves to dissolve the DFU subcommittee.

TEELING seconds.

There are no votes in opposition.

New Business

For approval: Opinion Editor Contract Change

TEELING presents the proposed Opinion Editor Contract Change.

TEELING says the BAJWA-ZSCHOCKE resigned yesterday because she wants to focus on other things, and BAJWA-ZSCHOCKE was a great addition to the team. Says that in

conversations with other board members and alumni, it made more sense to alter the newly hired opinion editor's contract.

TEELING moves to change Hennig's contract to have a start date of April 1, not May 1.

BAJWA-ZSCHOCKE seconds.

There are no votes in opposition.

For Approval: Readership Survey Report 2024

TEELING moves to move in-camera.

FLAMAN seconds.

There are no votes in opposition.

TEELING moves to move ex-camera.

FLAMAN seconds.

There are no votes in opposition.

TEELING motions to approve the 2024 Readership Survey.

THIESSEN seconds.

There are no votes in opposition.

For Approval: Bylaw Amendments

TEELING presents The Gateway Confidentiality Policy.

TEELING says she's wanted to create this policy because over the past few months, there have been requests for anonymity post-publication. Says that typically she quotes the unpublishing policy, but that doesn't have anything about confidentiality and anonymity. Says that this would help institutional knowledge and future staff. Says that research included The Ubessey's policy. Says that there's a terms and definitions section; a section for grounds on confidentiality and what cases you can offer confidentiality; a section on what things should be considered for confidentiality; and a section on procedures to follow, including that if a line editor wants to grant someone confidentiality, they have to submit a written request to the EiC to create a paper

trail. Says that there are conditions that have to be met if confidentiality is met. Says that many of the conditions are things that are already done while reporting, but it's good to have it in a document. Says that the post-publications section is largely based off of the unpublishing policy. Says there's a section on remedies for confidentiality requests, which is also largely based off of the unpublishing policy. Says that when an article grants confidentiality there needs to be a note at the top which is already done, and the policy needs to be publicly posted. Says that although the record is going to be maintained in a more robust way, information will still be kept secure and confidential. Says this would go right after the unpublishing policy in the operating policy.

TEELING moves to add the confidentiality policy to the GSJS operating policy.

BROOKS seconds.

There are no votes in opposition.

POLECHUK presents the proposed bylaw amendments.

POLECHUK says that the Governance Committee is looking to make changes to the procedure for adjudicating complaints in the Code of Conduct. Says these changes are replacing the Senior News Editor with Executive Director, and adding the Ombudsperson to the list of who can be approached with a complaint. Says that the other change is replacing instances of Grievance Committee with the HR Committee. Says that since the HR Committee is already formed, it makes more sense to use it rather than form a new committee. Says that other changes include who would temporarily sit on the HR Committee in the event of a complaint, with guidelines for existing HR Committee members that may have a conflict of interest.

WILLIAMS says the Ombudsperson can only adjudicate editorial complaints, not HR Complaints. Says an email vote can be done with the change.

BROOKS says the Ombudsperson should just be removed from the list.

TEELING motions to approve under the condition that all instances of Ombudsperson are struck.

BAJWA-ZSCHOCKE seconds.

There are no votes in opposition.

For Discussion: DFU 2024 What We Learned Report

WILLIAMS presents the DFU 2024 What We Learned Report.

WILLIAMS says as a DFU team, they felt fortunate to have institutional knowledge to pull off the campaign, with former EiC's on the campaign and alumni help. Says that this report was made for institutional knowledge's sake, with recommendations of what worked and what didn't. Says that the following worked: the campaign video, which got a lot of views; the brand-kit which helped with a cohesive online brand; leaning on alumni for support, but more staff and volunteers could help more with visuals in the future; starting earlier in the summer; consulting with Students' Union councillors in the summer, and that this didn't happen at the graduate student level which was reflected in the graduate election; having a canceling schedule; not engaging in social media scandals and squabbles; following the rules; and having a passionate internal team that cares about The Gateway. Says the following didn't work: alumni network could be stronger, and that the channels to reach out to them aren't set up; having extra volunteers and branching out to general volunteers earlier; new websites are blocked by the university server as spam; having a bigger pool of people that can produce videos; and incoming staff like business unit staff not understanding what the DFU campaign entails, so perhaps formalizing that work by putting it in the job postings during DFU years, or perhaps hiring an extra person those DFU years. Says the biggest challenge was name recognition, and the biggest obstacle was trying to convince people to vote yes when they're not familiar with it. Says that in an ideal world the outreach efforts would already be strong in future DFU years. Says that for delegation, former EiCs helping can't be guaranteed. Says that having different formats of campaign managers, clear delegations of responsibilities, or more staff on the campaign team, could be a good idea. Says that in hindsight, they could've spent more money as they were more than \$300 under budget. Says the DFU team put together some recommendations: advocating for DFU renewal reform, as in 2002 there was no renewal requirement which was changed in 2024, and it might not have to be this way; restructuring the marketing and outreach role to have an annual outreach plan and success metrics that can be annually presented to the board; being more bold with outreach efforts; improving social media presence and using different platforms like TikTok and Reddit; canvassing during normal times but considering the rules that are in place, streeters as well; building up in-house illustration and visuals capabilities, considering remuneration models; getting a GSA fee; keep building on the really effective 'your gateway to u of a' brand; considering a rebrand of The Gateway as historically one has been done every decade; investing in an archive system; engaging the alumni community and holding more events; and creating an ad-hoc advisory board. Says that creating a five year strategic plan would be beneficial, and now is the time to be thinking about these goals and The Gateway's long-term. Says that a committee can be set up to think about what should be prioritized year over year.

FLAMAN says that for the WOW suggestion, he can't speak for the staff but having the office as a stop is a logistical challenge. Says that at NAIT's orientation, they put a map for students that

has a passport for students to visit locations around campus, which once completed could be submitted for a prize.

THIESSEN that concept is kind of done for clubs fair.

FLAMAN says this could be looked into.

BROOKS says this is a great post-analysis of the DFU.

Adjournment

TEELING motions to adjourn.

THIESSEN seconds.

The board unanimously votes to adjourn.

The meeting is adjourned at 9:09 p.m.

Minutes submitted by: Lily Polenchuk