

UNIVERSITY OF WOLLONGONG UNDERGRADUATE STUDENTS' ASSOCIATION:  
MEDIA REGULATIONS

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## 1. NAME

- 1.1. By virtue of Section 7 of the Constitution of the University of Wollongong Undergraduate Students' Association, these Regulations shall be known as the Media Regulations. All publications produced by the Association shall be in accordance with the Constitution and these Regulations.
- 1.2. These regulations shall always be displayed in the Association's media department office.

## 2. DEFINITIONS

- 2.1. In addition to the definitions contained in Section 1.2 of the Constitution, the following definitions shall be used in this regulation.
  - 2.1.1. 'Publications' shall refer to any journal, website, newspapers, media releases, hand bills, stickers, badges and other material intended for public circulation produced by the Association.

## 3. MEDIA EMPLOYEES

- 3.1. The Tertangala Editor shall assume editorial responsibility for Tertangala and any other publication on behalf of the Association. The Tertangala Editor may formally delegate editorial duties but not responsibilities to other media employees.
- 3.2. The Media Coordinator may gain the services of persons or organisations to produce publications.
- 3.3. The Council after consultation with and taking into account the recommendations of the Media Coordinator may gain the services of persons or organisations to produce publications.

## 4. PUBLICATIONS

### 4.1. General matters for all publications.

#### 4.1.1. Contributions

4.1.1.1. Contributions shall be limited to one thousand (1000) words per article.

4.1.1.2. Contributions from members shall receive five (5) cents per word for printed articles.

4.1.1.3. Printed images shall be paid at a rate of fifty (50) dollars per full-page image and pro rata for smaller images.

4.1.1.3.1. Photographs will be paid at a rate of ten (10) dollars per image.

4.1.1.4. While the Association defends the right of its members to freedom of speech it also recognises any overriding legal obligations. Content may be excluded on the following grounds:

- (a) Contributions shall not contravene the objects of the Association,
- (b) Contributions shall not contravene any anti-discrimination legislation,
- (c) Contributions shall not contravene any classification legislation,
- (d) Contributions shall not contain defamatory material,
- (e) Contributions shall include copyrighted material without first seeking a copyright release.

#### 4.1.2. Editing

4.1.2.1. Contributions shall be edited for the following reasons:

- (a) The content may breach the Association's legal obligations.
- (b) The content is laborious or repetitive.

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- (c) The content may be better suited to that particular edition following minor alterations.
- (d) The content contains spelling or grammatical errors.
- (e) The content exceeds the word limit.
- (f) Other reasons discussed with the contributor.

4.1.2.2. The Tertangala Editor shall be responsible for receiving and responding to any written complaints arising from editing.

4.1.3. Publisher

4.1.3.1. The publisher of all publications may be:

- (a) A two thirds majority of the Council,
- (b) The Media Coordinator,
- (c) The President.

4.1.3.1.1. The editor of a publication shall not be the publisher of that publication.

4.1.3.2. Prior to printing, the publisher shall peruse all intended publications for production and circulation and shall censor and hold or part any publication that either, contravenes anti-discrimination legislation, classification legislation, is likely to lead to litigation against the Association or contravenes the objects of the Association.

4.1.3.3. Publications may not be printed without the express authority of the publisher.

4.1.4. Distribution

4.1.4.1. Publications shall be distributed across the University's Australian campuses.

4.1.4.2. Publications shall be available regularly and within two weeks of the expected distribution date at all locations.

4.2. Tertangala

4.2.1. The Media Department shall produce the official journal of the Association, which shall be called 'Tertangala'.

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4.2.1.1. There shall be at least eight (8) Tertangalas published each full Council term.

4.2.1.1.1. There shall be one (1) 'Survival Guide' Tertangala published each full Council term.

4.2.1.2. Each Tertangala shall be limited to seventy-two (72) pages.

4.2.2. Each full council term, the Media Department shall produce One (1) alternate handbook or equivalent as an insert in Tertangala.

4.2.2.1. The insert shall either be a:

- (a) Women's Handbook,
- (b) Sexuality Handbook,
- (c) Environment Handbook.

#### 4.3. Media Releases

4.3.1. No media release shall be distributed without the express authority of the Media Coordinator or President.

4.3.2. All media releases shall be tabled at the earliest Council meeting.

4.3.3. Any representative may produce a media release for consideration.

#### 5. CONFIDENTIALITY

5.1. The Association shall honour its sources' right to confidentiality.

5.2. The Association shall recognise its contributors right to hide their identity from the public, through a pseudonym or anonymity.

5.2.1. Authors seeking to hide their identities must still provide the Association with their real name but this information will be guarded under the strictest confidence.

#### 6. MEDIA COLLECTIVE

6.1. The media collective consists of all media employees plus any WUSA member who may wish to attend. The Media Collective shall meet at least fortnightly to discuss the direction of the

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Associations media, set content and delegate production tasks to the collective membership.

6.1.1. Meetings shall be held at an advertised location and shall be attended by all media staff.

6.1.2. Membership of the collective shall be open to all members.

6.2. The Media Coordinator shall be responsible for maintaining the collective, facilitating meetings and keeping in contact with collective members.

## 7. ADVERTISING

7.1. The Media Coordinator may refuse particular advertisements on any grounds.

7.2. All advertisements shall be separated from content and clearly disclosed as advertisements.

7.3. Advertisements should be made accessible to small and local businesses as a priority.

## 8. FINANCIAL RESPONSIBILITY

8.1. The Treasurer shall make an immediate report to the Council if any of the production costs of the Tertangala exceed the amount budgeted for this purpose. Further money shall not be released until the approval to continue has been granted by Council resolution.

## 9. DISCLAIMERS AND DISCLOSURE

9.1. A disclaimer, stating: "Responsibility for WUSA's electronic and non-electronic publications is taken by WUSA Council. The University of Wollongong accepts no responsibility for WUSA publications", shall be included in every publication produced by the Association.

9.2. A disclosure, stating: "The content of this publication is made by and for the students of the University of Wollongong", shall be included in every publication produced by the Association.

9.3. All publications shall include the printers' and publishers' names.

9.4. The publishers, editors and employees accept no personal responsibility for the contents of WUSA publications.

## 10. ALTERATIONS

10.1. Alterations must be carried out in accordance with Part 7 of the Constitution.