

Proposed Changes

University of Hawai'i at Hilo Board of Media Broadcasting By-laws

Article 1 Meetings and Quorum

Section 1. Open Meetings

Bi-weekly open meetings, open to student members of University of Hawai'i at Hilo (UHH), shall be scheduled during the academic year and, as needed from May through August. Special meetings may be called by the BOMB Executive Chairperson, Vice Chairperson, Treasurer, or Secretary or on written request by any four (4) members of the board. All BOMB members shall be notified of the time, place, and agenda a minimum of two (2) working days in advance. All open meetings shall be held in accordance with the provisions of the Hawai'i Revised Statutes, Section 92-3.

Section 2. Closed Executive Meetings

All or any part of a meeting may be closed to the student body as required by the nature of the business to be conducted and in accordance with the provisions of the Hawai'i Revised Statutes, Sections 92-4 and 92-5.

Section 3. Quorum

One-half plus one of sitting, voting, board members shall constitute a quorum.

Section 4. Order of Business

The order of business at official meetings shall be:

1. Call to Order
2. Roll Call or head count to establish quorum is present
3. Reading of Agenda
4. Approval of Minutes of previous meeting
5. Unfinished Business
6. New Business
7. Committee Reports
8. Officers' Reports

Article 2

Parliamentary Authority

The latest edition of Robert's Rules of Order shall govern deliberations on all points not covered by this Charter and By-laws or by the operating policies of the BOMB.

Article 3

Obligations of Board Members

Section 1. Member Obligations

All members are expected to serve on committees and participate in projects, to serve the diverse needs of all segments of the UHH campus community, to become acquainted with the BOMB Charter and By-laws, to work within the guidelines provided by this document and by any operating policies of the BOMB, and to be the primary advocates at all times for the BOMB's philosophies, goals, and programs. All members are expected to participate in organizational training sessions, leadership development activities and other learning opportunities designed to increase members' leadership skills, abilities and competencies.

Section 2. Voting Members

Voting members are expected to limit unexcused absences to two (2) meetings per year.

Section 3. Non-voting Members

Non-voting members are expected to serve as BOMB resources by providing their expertise, insight, and diverse opinion to the BOMB

Article 4

Removal From Office

Section 1. Procedures

- A. Voting members of the Board: After receiving a request for action to remove signed by two (2) or more voting members, the Secretary will notify all voting members in writing a minimum of two (2) weeks prior to the meeting on which the action is requested. The request for action to remove a member must be by secret ballot and retained in the confidential files of the BOMB. By a two-thirds ($\frac{2}{3}$) majority of the five (5) voting members, the BOMB may remove the member.

- B. Board Officers: The Executive Chairperson, Vice Chairperson, Secretary, Treasurer, and/or Member at Large may be removed from office by a two-thirds ($\frac{2}{3}$) majority of the five (5) voting members of the board
- C. Appointed members: General Managers and other Managers and Directors of Media Organizations may be removed from office by a majority of the five (5) voting BOMB members, provided that the notification procedures for voting members set forth in A of this section are followed for the staff member in question.

Section 2. Reasons for Removal

Grounds for removal include but are not limited to those listed below.

- A. Failure to maintain eligibility for the position.
- B. Willful misuse of the position
- C. Failure to meet the obligations of membership

All reasons for removal must be documented.

Section 3. Appeal Process

The BOMB must hold a hearing on the grievance on the removal of any appointee or employee upon his or her request. The BOMB's decision after the hearing is final.

Article 5

Media Organizations under the Authority of the BOMB

Section 1. Student Radio Station - KUHH / University Radio Hilo

- A. Name: The name of the Media Organization is University Radio Hilo (URH)
- B. Mission: URH provides broadcasting of diverse, musical, educational, cultural, informational programs by transmitting student members voices.

“Where our Voice, is Your Voice.”

- C. Broadcast Radio Station: University Radio Hilo will operate a Broadcast Radio Station in the city of Hilo, Hawaii, under license of the University of Hawai'i.

- D. Internet Radio Station: University Radio Hilo will operate an Internet Radio Station in conjunction with the Broadcast Radio Station. The Internet Radio Station will be accessible from URH website.

Section 2. Student Creative Video Production - Vulcan Video Productions

- A. Name: The name of the Media ORganization is Vulcan Video Productions (VVP)
- B. Mission: Vulcan Video Productions showcases students creative and artistic ideas through professional and original video content.
"Videos by Students for Students."
- C. Internet Video: Vulcan Video Productions will produce and release video content on various online platforms such as, but not limited to, Youtube, Facebook, etc.

Section 3. Media Organization Freedom

Insofar as executive and members of BOMB Media Organizations produce a broadcast media consistent with the responsibilities listed below, these organizations qualify under law as a First Amendment forum. That status means that the University of Hawaii at Hilo and the Board of Media Broadcasting recognize and acknowledge the value of an independent media organization that functions, without prior restraint within legal and traditional guidelines, as a public forum for news and comment.

Section 4. Media Organization Responsibilities

- A. The media organization may not violate existing law governing libel, slander, obscenity, or hazard to public or private safety or welfare. Personal liability may be incurred for such violations.
- B. The media organization will stand independent of any public or private pressure to act, write, or edit in a manner in any respect inconsistent with its best knowledge of the truth
- C. The media organization will function as a medium to inform, educate, and entertain the entire campus community by maintaining a timely, comprehensive, and diverse flow of the best quality in videos, music, news, and information.
- D. The media organization will pursue aggressively its prerogatives to investigate, report, and comment upon any activity it deems of legitimate interest and concern to the campus community.

- E. The media organization will operate in every aspect consistently with the code of ethics and professional conduct.

Section 5. Other Media Organizations

The BOMB may establish and run other Media Organizations as the need arises.

Section 6. Advisors to Broadcast Media

The BOMB shall select a faculty advisor and/or an advisory committee(s) for each Media Organization under its authority, under the recommendation of the Media Organization General Manager. BOMB appointed media members may recommend and/or veto advisors provided that they present their recommendation or veto in writing to the BOMB for consideration.

Article 6 BOMB Media Organization Members

Section 1. Qualifications for BOMB appointees

Qualifications will include, but are not limited to:

- A. Prior related experience: Appointees must have training and/or experience considered by the BOMB to have raised them to a level of competency required for the Media Organization
- B. Student status: Appointees must be currently registered, for a minimum of six (6) credits with UHH and in good academic and disciplinary standing, as defined in the UHH Student Code of Conduct.

Section 2. Terms of Office

Terms of office will begin on March 15, or when selected, and will serve until the next appointee is named or as the BOMB determines.

Section 3. Recruitment and Selection Procedures

- A. The BOMB shall advertise all vacancies in Media Organizations on the available student media for two weeks not later than the end of the second week in February, or as circumstances warrant, before choosing applicants for vacant positions.
- B. The Board will interview eligible applicants and make appointments no later than March 15, or as circumstances warrant.

Section 4. Responsibilities of General Manager (GM)

- A. Organization: The GM is responsible for recruiting, instructing, and supervising a complete group (DJs, Crew Members, etc.) throughout his/her tenure in office.
- B. Production: The GM is also responsible to keep the Media Organization running when no one else is available to do so, and is on call 24 hours/day for emergencies.
- C. Operations: The GM is responsible for reaching consensus with the BOMB on the annual budget, and with the other members of their media organization on planning for the media organization's activities. The Gm must approve all media organization purchases.
- D. Content: The GM is responsible for ensuring that the content of his/her broadcast media follows the provisions of this Charter and Bylaws.
- E. Training and Mentoring: The GM, with Organization Directors, conducts training and mentoring for new members.
- F. Representation: The GM is the sole representative of their respective media organization. They contact campus and community agencies, maintain community relations, and seek to enhance their organization's image.
- G. Miscellaneous: The GM is responsible for other administrative duties as may be assigned by the BOMB, this Charter and Bylaws, and any operating procedures of the BOMB.

Section 5. Responsibilities of UHH Staff Advisors

- A. Broadcast Media Training: The Faculty Advisor shall provide instruction, training, and supervision to student members and volunteers in regards to policies and procedures, broadcast ethics, and laws.
- B. Resource Person: The Faculty Advisor shall serve as a resource person and liaison to campus and community resources.

Section 6. Responsibilities of other staff

The BOMB may write policies for other staff positions as necessary

Article 7 Stipends

Section 1. Stipends for BOMB Appointees

The BOMB may recommend, adjust, or rescind stipends for its media appointees and members. Because of the co-curricular nature of broadcast media overseen by the BOMB, students appointed to media member positions of these broadcast media will not be considered employees of either the BOMB or the University of Hawai'i, rather volunteers of the BOMB and/or University. Stipend levels will reflect degree of participation in regards to the specific position and duties set by the BOMB.

Section 2. Stipends for Other Media Organization Members

The BOMB may establish, adjust, or rescind stipends for persons chosen to fill positions by the General Managers alone. Some or all of these stipends may be distributed by General Managers from a discretionary portion of their media budget. Because of the co-curricular nature of broadcast media overseen by the BOMB, persons chosen to fill positions by General Managers alone will not be considered employees of the BOMB, the University of Hawai'i, or the Media Organization, rather volunteers of the BOMB, University, or Media Organization. Stipend levels will reflect degree of participation in regards to the specific position and duties set by the BOMB.

Section 3. Compensation for Contractual Employees

The BOMB will pay all persons under contractual jurisdiction according to the terms of the relevant contract(s). The terms of the contract are negotiated between the BOMB and the contracted person(s).

Article 8 Amendments

Section 1. Amendment Proposals

Amendment proposals must be submitted in writing to all BOMB members at least one (1) month prior to BOMB action.

Section 2. Open Hearing

In accordance with the provisions of the current Hawai'i Revised Statutes, an open hearing on all amendments will be held prior to final BOMB approval.

Section 3. Amendments Approval

These Bylaws may be amended by a two-thirds ($\frac{2}{3}$) majority vote of the BOMB