

Proposed Version

**University of Hawai'i at Hilo
Board of Media Broadcasting Charter**

**Article 1
Name and Purpose**

Section 1. Name

This organization shall be known as the University of Hawai'i at Hilo (UHH) and Board of Media Broadcasting (BOMB).

Section 2. Purpose

The principal purpose of the BOMB shall be to govern and operate facilities in the city of Hilo in the state of Hawai'i in order to broadcast by internet, radio, television, or by any other mode of electronic communication which now or in the future may exist, for the UHH community. The BOMB shall provide the opportunity for students to gain experience, education, and training in media broadcasting while improving the quality of life for the University community and the public through the broadcast of diverse, musical, cultural, educational, and informational programming

**Article 2
Authority**

The BOMB is chartered by the UHH Chancellors on behalf of the University of Hawai'i Board of Regents to fulfill the purpose stated in Section 2 of Article 1. Title to all real and personal property of the BOMB is vested in and subject to the control of the University of Hawai'i Board of Regents. The University of Hawai'i Board of Regents delegates those certain titles, licenses, duties, and powers contained in this charter to the BOMB through the President of the University of Hawai'i, or his or her designee, and the Chancellors of UHH. Legal authority for all policies, procedures and actions of the BOMB or any of the programs under it rests with the University of Hawai'i. The BOMB is also authorized to receive and dispense the mandatory student BOMB fee.

Article 3 Powers and Duties

Section 1. Administration

The BOMB shall administer all of the affairs and functions of co-curricular, student-run electronic media, and maintain and preserve all records thereof. *(change student run electronic media to URH, VVP, and any other future sub organization)*

Section 2. Operation

The BOMB shall operate and shall ensure that all electronic media under its control shall operate within all applicable federal, state, city, and county policies, bylaws, and regulations which govern electronic media. *(add university policies)*

Section 3. Guidelines

The BOMB shall require and approve operational guidelines submitted by all Media Organizations under its authority.

Section 4. Stipulation

The BOMB shall not set nor stipulate the programming or editorial policy of any electronic media except as required by Section 2 of this Article.

Section 5. Appointment

The BOMB shall appoint the General Managers for all Media Organizations under its authority.

Section 6. Policy and Procedure

The BOMB shall set the Policy and Procedures for each organization under its authority.

Section 7 Budgets

The BOMB shall approve annual budgets for its operation and all programs under its authority

Section 8. Rates and Charges

The BOMB shall establish, review, and revise those rates and charges which are integral features of BOMB programs.

Section 9. Appointment/Employment

The BOMB shall appoint and/or employ persons needed to operate its programs.

Section 10. Other powers

The BOMB shall exercise such powers not herein specifically assigned, subject to the approval of the University of Hawai'i

Article 4 Membership

Section 1. Composition

The BOMB shall consist of five (5) voting members and four (4) non-voting members who shall be appointed to the BOMB by the Selection Committee, as described in Section 3 of this Article. Voting members shall be students.

- A. There shall be five (5) UHH student members. These members will be voting members.
- B. There shall be a faculty or staff member from UHH
- C. There shall be two (2) community members
- D. The General Manager of each organization under the BOMB shall serve as an ex-officio, non-voting member.
- E. Other ex-officio, non-voting members may be appointed by the BOMB as deemed necessary

Section 2. Eligibility

- A. All voting members of the BOMB must be UHH students. A person compensated in any manner for work on any program under BOMB shall not be a Board member nor shall any BOMB member be compensated in any manner for work for any Media Organization

under BOMB. BOMB members may not serve concurrently as executive officers of any other Board of Regents chartered student organizations.

- B. Student members of the BOMB must be currently registered for at least six credits with UHH and in good academic and disciplinary standing, as defined in the Student Code of Conduct of each student staff member's home institution.
- C. Faculty or staff BOMB members must be full-time UHH employees in a Faculty or Administrative, Professional, Technical (APT) position.
- D. One community member must be recognized in the field of broadcast media. The second community member may be knowledgeable in business, accounting, or have special skills or expertise which may contribute to organizational or management aspects of broadcast media. Neither may concurrently hold other UHH appointments, as described in section 2.C.

Section 3. Selection

- A. There shall be an annual Selection Committee whose duty shall be to appoint candidates to BOMB voting positions. The committee will terminate upon the conformation of the newly selected BOMB members.
- B. Appointment procedures: The chief executive officers of the UHSA Senate, and the Chairs of the BOMB, the BOSP, the CC Fee Board, and the SAC, will each appoint one (1) member to the selection committee, for a total of five (5) persons on the committee. Anyone who is on the selection committee may not be a voting BOMB member the following year. The Selection Committee shall elect a chair from among its membership.
- C. The selection committee shall announce all vacancies for BOMB positions on the student radio station and/or in the student newspaper no later than March 15th, or as circumstances warrant.
- D. The Selection Committee shall appoint one person per vacancy on the BOMB by the official ending of the term of office, no later than April 15 of each year.

Section 4. Terms of Office

- A. Each voting member shall serve a term of one year. The term of office is from May 1 to April 30, two years later.
- B. No member shall serve more than two consecutive terms.

Section 5. Removal of Members

Any voting member of BOMB may be removed by two-thirds vote of the BOMB.

Section 6. Vacancies

- A. In the event that any of the BOMB membership positions becomes vacant during the term of office, the BOMB is authorized to appoint members to the vacant positions to complete the remaining term of office. The executive chair of BOMB will make a nomination, and the BOMB will vote on the candidate. If there are no nominations, then a Selection Committee may be formed, as described in this Article, Section 3, and new appointments can be made.

Article 5 Officers

Section 1. Officers

There shall be duly elected from among the voting membership of the BOMB an Executive Chairperson, Vice Chairperson, Business Manager, and Secretary who shall serve as executive officers. Each officer shall assume duties as directed by the Board, this Charter and Bylaws, any operation policies of the Board, and the latest edition of Robert's Rules of Order.

Section 2. Executive Chairperson

The Executive Chairperson shall be the presiding officer, and must be a student member. The Executive Chairperson shall be charged with preparing the agenda for meetings of the BOMB at least two days in advance of a meeting, convening meetings, making BOMB committee appointments and being the spokesperson for the BOMB in all matters having appeared before the BOMB.

Section 3. Vice Chairperson

The Vice Chairperson shall act in authority of the Chairperson in the absence of the Chairperson, and must be a student member.

Section 4. Treasurer

The Treasurer shall be charged with maintenance and quarterly review of all BOMB financial records, submission of financial statements to the BOMB, and preparation of the BOMB's annual budget. The Treasurer will fulfil the role of business manager for the BOMB media organizations.

Section 5. Secretary

The Secretary shall be responsible for recording the minutes of all BOMB meetings, distributing the minutes to all members in a timely manner, and posting the minutes on the website, organizing and maintaining all records of correspondence of the BOMB, maintaining a master file of all minutes and documents at the BOMB office, and maintaining a current BOMB job/position description file.

Section 6. Member at Large

assist in other duties assigned by BOMB.

Article 6 Committees

Section 1. Standing Committees

Policy and Procedures Committee: The Policy and Procedures Committee shall be responsible for formulating and recommending amendments to BOMB *and sub organizations* policy and procedures. The Policy and Procedures Committee shall be chaired by the BOMB Vice Chairperson.

Section 2. Other Committees

The Executive Chairperson of the BOMB may appoint committees as needed to review and to make recommendations to the BOMB on the establishment or the amendment of any BOMB policy.

Article 7 Finances

Section 1. Fees and other Revenue

- A. The Board of Regents has designated a student fee, paid by each part time or full time student at UHH to be used to fund the BOMB. The fee shall be deposited in the BOMB's account with the University of Hawai'i, subject to annual budgetary review by the Board of Regents.
- B. The BOMB may solicit and accept grants from individuals and organizations. The BOMB may then delegate the responsibility for coordination, solicitation, and management of grants to Media Organization Advisors together with the respective General Managers,

the Campus Center Director, and the Research Corporation of the University of Hawai'i (RCUH), or others as the BOMB sees fit.

- C. Other revenues shall be monies derived by BOMB or its agents for programs, gifts, endowments, and the like.

Section 2. Control of Finances

The power to authorize the expenditure of BOMB funds shall be vested solely in the BOMB

Section 3. Responsibility

The BOMB is responsible for annual budgeting and expenditures and long-range fiscal planning of its funds, subject to confirmation by the UHH Chancellors. All expenditures shall be made in accordance with established University and State policies.

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

This Charter may be amended by a two-thirds ($\frac{2}{3}$) majority vote of the BOMB and subsequent confirmation by the UHH Chancellors, or a designee, on behalf of the Board of Regents.

Article 9 Enactment

This Charter, upon review and confirmation by the UHH Chancellors, on behalf of the University of Hawai'i Board of Regents, shall be binding and shall take precedence over all previous Charters and Constitutions. The BOMB will control all property of University Radio Hilo, Vulcan Video Production, and any future Media Organizations under its authority.