

Leeward Community College Board of Student Communications

CHARTER

WE, THE STUDENTS AND FACULTY OF LEEWARD COMMUNITY COLLEGE, by the authority of the Board of Regents of the University of Hawai'i, in order to promote the development of mature, responsible individuals through involvement in journalism, literature, the arts and multimedia vehicles, do hereby establish this Charter for the Leeward Community College Board of Student Communications.

The Office of the Vice President for Community Colleges has further delegated that authority to the Chancellor of each institution (Vice President's guidelines).

On May 19, 2010 at Leeward Community College, Chancellor Manuel Cabral establishes the Charter of the Board of Student Communications at Leeward Community College as the one true document governing the communication affairs of the student body and chartered with the Board of Regents of the University of Hawai'i.

The Charter of the Board of Student Communications at Leeward Community College was ratified by the appointed Board of Student Publications by the direction of Vice Chancellor of Academic Affairs, Michael Pecsok, to change the name to Board of Student Communications in December 15, 2008.

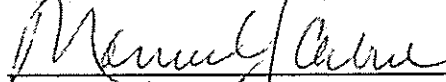
Hereafter, all previous versions of the Charter of the Board of Student Communications of the University of Hawai'i at Leeward Community College, including by-laws, standing rules, policies and procedures, are null and void.

The Board of Student Communications at Leeward Community College are subject to and will comply with all Federal and State laws, as well as University of Hawai'i Board of Regents rules and regulations.

The 2009-2010 Board of Student Communications Chair, Alexandra Chou and Chancellor, Manuel Cabral as cosignatories activate this Charter for the Board of Student Communications of the University of Hawai'i at Leeward Community College.



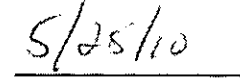
Alexandra Chou
Board of Student Communications Chair



Manuel Cabral
Chancellor, Leeward CC



Date



Date

Amendments to the Charter

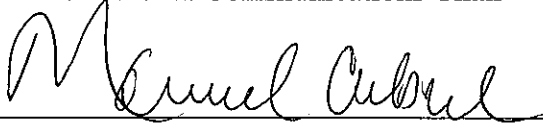
The 2013-2014 Board of Student Communications Chair, Alexandra Chou and Chancellor, Manuel Cabral as cosignatories activate the changes/edits made to this Charter for the Leeward Community College Board of Student Communications.



Alexandra Chou
Board of Student Communications Chair

4/25/14

Date



Manuel Cabral
Chancellor, Leeward Community College

4/25/14

Date

**LEEWARD COMMUNITY COLLEGE
BOARD OF STUDENT COMMUNICATIONS
CHARTER**

Preamble

WE, THE STUDENTS OF LEEWARD COMMUNITY COLLEGE, by the authority of the Board of Regents of the University of Hawai'i, in order to promote the intellectual and personal development of Leeward CC students through involvement in journalism, literature, the arts, and multimedia, do hereby establish this Charter for the Leeward Community College Board of Student Communications.

ARTICLE I. Name

This organization shall be known as the Leeward Community College Board of Student Communications (BOSC).

ARTICLE II. Purpose

The BOSC shall act as publisher for all student communications supported, in whole or part, by BOSC funds, and shall ensure that these communications uphold the core values of Leeward CC, support the educational and personal growth of the student population, and encourage student support and involvement in the production of these publications. The BOSC shall be mandated to provide a schedule of publications sensitive to the needs and interests of the entire campus.

ARTICLE III. Authority

The BOSC is chartered by Leeward Community College to fulfill the purposes set forth in Article II of this document, and, in order to facilitate the execution of the responsibilities therein, the College delegates certain authorities, as set forth herein, within prescribed parameters. The BOSC understands that the College reserves the right to void any delegation on the basis that it does not serve the best interests of the College.

ARTICLE IV. Board Policies

- A. The BOSC will adhere to the policies set forth in the Student Conduct Code and IT usage policy.

- B. All submissions to any form of communications supported by the BOSC must adhere to the policies set forth in the Student Conduct Code and IT usage policy.
- C. All communications will comply with all appropriate State and Federal laws.

ARTICLE V. Membership

A. Representation

The BOSC shall consist of seven (7) voting members, to be selected as set forth in Article I of the BOSC By-Laws, and a variable number of non-voting associate members.

1. There shall be five (5) faculty/staff members, to include:
 - a. At least one faculty member from Language Arts (LA).
 - b. At least one faculty member from Digital Media, TV Production, Career Technical Education and/or Arts and Humanities.
 - c. Two faculty from any other Academic Division or Support Area (Faculty At-Large).
 - d. The Marketing Director for Leeward CC.
2. There shall be no more than two (2) student members, to include:
 - a. One member of the Leeward CC student body-at-large, as recommended by the Faculty members on BOSC.
 - b. One member of the Leeward CC Student Government.
3. The following individuals shall be afforded non-voting associate membership to the BOSC:
 - a. The Advisor for each BOSC-supported production.
 - b. One member of the Leeward CC Administration.
 - c. The Leeward CC Student Life Coordinator.

B. Terms of Membership

1. All voting members serve a minimum of two consecutive semesters. The term may be extended indefinitely.

2. Should the BOSC deem it in the best interest of the board, any voting or non-voting member may be removed by a majority vote.

C. Eligibility

1. As per Article V, section A: All faculty/staff members must be employed on a full-time basis.
2. All voting student members must meet the following qualifications:
 - a. Have a minimum cumulative Grade Point Average of 2.0 at the time of appointment and maintain a Grade Point Average of at least 2.0 for each semester served.
 - b. Carry at least three (3) credit hours for the duration of appointment.
3. All publication advisors must be active members of the Leeward CC faculty, staff or administration.

ARTICLE VI. Fiscal Responsibilities

- A. The BOSC shall have full authority to administer, through a majority vote, all finances relating to campus communications supported by BOSC funds.
- B. The BOSC shall evaluate all funding requests for student-run publications and activities that promote the interests of all students and that advance the development of journalism, literature, the arts, and multi-media.
- C. The BOSC shall have the authority to determine which aspects of student-run publications or activities that, owing to their evident contribution to the interests of all students, merit support and/or funding.
- D. Funding Request Process:

As student fees are apportioned for student-run publications and activities, Student Government and the Budget and Finance Committee shall represent the Leeward CC student body during the funding request process.

1. Funding shall be solely requested through the Budget and Finance Committee.

2. The Budget and Finance Committee will review all Registered Independent Student Organization (RISO) funding requests and have the authority to award funds to RISO events that promote the interests of all students.
 3. The Budget and Finance Committee shall, upon its approval of a funding request, recommend said request to the BOSC for review and approval.
 4. In the event that the BOSC denies a funding request approved by the Budget and Finance Committee, Student Government shall inherit full authority to approve or deny said funding request.
 5. In the event that the Budget and Finance Committee denies a funding request, the petitioning body shall have recourse to make a formal appeal to Student Government.
 - a. Should Student Government support said funding request, funding shall be requested through the BOSC, which shall inherit full authority to approve or deny said funding request.
 - b. Should Student Government reject said funding request, no funding shall be awarded and no appeals shall be granted.
- E. The BOSC shall have the authority to create new communications or to repurpose or discontinue existing communications under its authority.
- F. The BOSC shall have full authority to review, recommend or revise funding measures for communications funded relating to communications funded, in part or whole, by BOSC funds.
- G. The BOSC shall review its fiscal status annually.
- H. The BOSC shall report administratively to the Dean of Student Services.
- I. The BOSC shall have the authority to contract professional services not affiliated with the College to ensure that the needs of student-run publications and activities are properly met.

ARTICLE VII. Meetings

A. Quorums

1. The quorum required for all BOSC meetings shall be defined as four voting members.
2. A majority vote from voting members will be required to pass all voting items.

B. Meetings

1. The BOSC shall hold regular meetings as needed, with all meetings open to all interested Leeward CC faculty, staff and students. Only voting members shall be present during vote process.
2. Notice of each BOSC meeting shall be provided by the Leeward CC Student Life Coordinator.
3. Meeting events, the list of attendees, and a record of issues discussed shall be recorded in meeting minutes and subsequently posted on the college's website.

ARTICLE VIII. Charter Amendments

This document may be amended by the following process:

- A. A subcommittee consisting of active BOSC members shall review and recommend any amendments.
- B. Quorum must be present during the amendment voting process.
- C. Amendments shall be approved by the BOSC with a majority vote, contingent upon the presence of a quorum.
- D. Following approval by the BOSC, the proposed amendment shall be presented to the Student Government for their approval and, upon approval, shall be presented to the Chancellor for final approval. Upon receipt of the Chancellor's approval, said amendment becomes effective.

- E. If any of the aforementioned voting bodies denies an amendment, then the amendment shall be reviewed and resubmitted by the BOSC.

ARTICLE IX. Enactment

This document shall become effective upon approval by the Chancellor of Leeward Community College.