Policy Guideline No. 5-7
June 1, 1966

WINDWARD COMMUNITY COLLEGE
Charter of the Board of Student Publications

ARTICLE I - NAME

The name of this organization shall be the Board of Student Publications at Windward Community College. The official abbreviation shall be BSP.

ARTICLE II - PURPOSE

The Board of Student Publications shall act as publisher and recommend policy for all publications supported by the BSP fee. Further, the Board shall provide students and the rest of the college community with the best journalistic services possible.

ARTICLE III - AUTHORITY

The Board of Student Publications of Windward Community College is chartered by Windward Community College to fill the purposes stated in Article II of this document. The College delegates certain duties and powers to the Board of Student Publications as stated in this Charter.

ARTICLE IV - MEMBERSHIP

Section A. Composition

The Board of Student Publications shall consist of:

1. one (1) voting student member and one (1) alternate selected by the WCKC (Student Government) at one of its January meetings each year.

2. one (1) voting faculty member and one (1) alternate selected by the Faculty Senate at one of the January meetings of that group.

3. one (1) voting staff member and one (1) alternate (managerial, APT, clerical, or custodial employees of Windward Community College) selected by the Provost in January of each year.

4. In the case of a voting member being absent from a BSP meeting, the alternate for that member shall be empowered to vote.

5. The Student Activities Coordinator, the Student Editors-in-Chief of publications, and the publications advisors shall be ex-officio, non-voting members of the Board.
Section B. Term of Membership

1. The annual term of all members will begin on February 1st of each year.

2. There shall be no limit on the number of terms allowed for members of the Board of Student Publications.

3. Appointees shall be named by January 15 or as soon thereafter as possible.

Section C. Vacancies

Vacancies in the regular voting membership of the Board shall be filled in accordance with the following procedures.

1. Vacancies in positions held by voting members shall be filled by their alternate.

2. Vacancies in positions held by alternates shall be filled in as timely a fashion as possible by the body or person responsible for their original nomination.

Section D. Eligibility

1. Students: The student board member and alternate must be making satisfactory academic progress as defined in the Windward Community College Catalog.

2. Faculty and Staff: All faculty and Staff members of the College, including part-time, shall be eligible for Board membership.

ARTICLE V - POWERS AND DUTIES

Section A. The Board shall be responsible for protecting the newspaper and other campus publications from undue interference with the free exchange of ideas as protected by the First Amendment of the Constitution of the United States of America.

Section B. The Board shall have full power to administer the finances relating to all student publications and programs which are supported wholly or in part by funds from the WCC Student BSA fee.

Section C. The Board shall, before the end of each fiscal year, review its financial status and prepare its operational budget for the next fiscal year.

Section D. The Board shall review and approve annual budget plans prepared by appropriate editors-in-chief and/or program advisors. Such plans may be based on the academic or fiscal year, as appropriate.
Section E. The Board shall have full power to establish, review and revise all commissions and honorariums which may be provided for its publications and programs. Furthermore, it shall have power to delay and/or suspend commissions and honorariums for just cause.

Section F. The Board shall be the review and appellate body for all publications supported wholly or in part by the BSP fees, in matters of journalistic ethics, taste, and responsibility.

Section G. The Board shall act as the appeal body for the resolution of any conflicts related to the appointments of student staff, such as editors-in-chief and the advertising managers, of all student publications under its jurisdiction. The Board has the power to recommend sanctions, including removal, against any student, faculty or staff member as part of the Board’s effort to resolve conflicts.

Section H. The Board shall have power to create new publications and services and revise or discontinue existing publications and/or services under its jurisdiction.

Section I. The Board shall report administratively to the Director of Student Services.

Section J. In any matters of dispute, the final decision shall be that of the Provost.

ARTICLE VI - OFFICERS

Section A. Chairperson

The Chairperson of the Board of Student Publications shall be the presiding officer. The Chairperson shall be charged with convening meetings of the Board, preparing the agenda, making BSP Committee appointments, being spokesperson for the Board in all matters having appeared before the BSP and generally belonging to the office of Chairperson. The Chairperson will be selected by and from the three voting members of the BSP.

Section B. Vice-Chairperson & Treasurer

The Vice-Chairperson/Treasurer shall be charged with the regular review of all Board financial records; submission of financial statements to the Board and preparation of the Board’s annual budget.

Section C. Secretary

The Secretary of the Board of Student Publications shall be charged with keeping permanent records of the Board, notifying all members of meetings, and preparing necessary reports as directed by the Board.
At the first meeting of the year, the voting members of the Board of Student Publications will decide which member will fulfill which office, and will have the power to fill any vacancies in the offices that occur during the year.

ARTICLE VII - MEETINGS

Section A. Quorum

At all meetings of the Board of Student Publications, the presence of two-thirds of the voting members belonging to the Board at that time shall constitute a quorum.

Section B. Meetings

Meetings will be held as often as deemed necessary by the officers. All meetings of the Board will be open to the public with the exception of meetings for the purpose of evaluating personnel and resolving personnel conflicts.

ARTICLE VIII - BOARD OF STUDENT PUBLICATIONS POLICIES

1. The publications of the Board of Student Publications of Windward Community College shall operate in every respect consistently with the canons of journalism as practiced by responsible American newspapers and as expressed in A Statement of Principles of the American Society of Newspaper Editors as adopted on October 23, 1975. (See Appendix A).

2. Advisers to student publications are expected to follow the Code of Professional Standards for Publications Advisers, Revised 1983. (See Appendix B).

ARTICLE IX - AMENDMENTS

Section A. Amendments

1. Proposed amendments to this Constitution must be first discussed at a meeting at which all of the voting members of the Board are present.

2. Amendments to this Charter must be approved by two-thirds of the voting members of the Board at the next regularly scheduled meeting after the meeting at which the changes were discussed.

3. Amendments become final when approved by the Provost.

ARTICLE X - ENACTMENT

This constitution shall become effective upon approval by the Provost.

Effective date: June 1, 1986

[Signature]
Peter T. Dyer
Provost