



OKLAHOMA CITY COMMUNITY COLLEGE

NO. 4034 STUDENT NEWSPAPER ADVISORY BOARD

- 1.0 Oklahoma City Community College (“OCCC”) recognizes the importance of obtaining advice from a broad representation of OCCC community in order to publish a student newspaper of high quality. Thus OCCC shall establish and maintain the Oklahoma City Community College Student Newspaper Advisory Board.
- 2.0 Name. The name of the board shall be the Oklahoma City Community College Student Newspaper Advisory Board.
- 3.0 The Board shall be responsible to the President of OCCC.
- 4.0 Objectives. The Student Newspaper Advisory Board shall:
 - 4.1 Promote freedom of expression and the educational function of the student newspaper by serving as a forum for the exchange of information and ideas;
 - 4.2 Recommend to the administration policies and guidelines regarding the student newspaper;
 - 4.3 Assist the student editor and the faculty adviser with interpretation of OCCC policies and guidelines regarding the student newspaper;
 - 4.4 Make recommendations to the student editor and faculty adviser designed to improve the quality of the student newspaper;
 - 4.5 Insist on high standards of accuracy. Maximum effort shall be exerted to print the truth in all news situations without carelessness, bias, or distortion by either emphasis or omission; and
 - 4.6 Recommend to the administration procedures and guidelines concerning:
 - 4.6.1 Safeguarding constitutional protections afforded by the First and Fourteenth Amendments;
 - 4.6.2 Handling specific publications issues and problems;
 - 4.6.3 Standards of honesty and fair play in selecting and editing news, as well as in all relations with news sources and the public;
 - 4.6.4 Treatment of controversial subjects and disputed issues to ensure thoroughness, balance and fair play;
 - 4.6.5 The withholding from publication of material not afforded constitutional protection under the First and Fourteenth Amendments;
 - 4.6.6 Material that may be obscene, libelous, invasive of privacy;
 - 4.6.7 Material that would be disruptive to the orderly functioning of the College.
- 5.0 Membership.
 - 5.1 Voting Members:
 - 5.1.1 Non-teaching Professional (to be appointed by the Vice President for Academic Affairs);
 - 5.1.2 Coordinator of Public Relations or analogous position;
 - 5.1.3 Student Representative (to be appointed by Student Services);

- 5.1.4 Composition or Mass Media Communications Professor (to be appointed by the Dean of Arts and Humanities);
- 5.1.5 Member of the Professional Press (to be appointed by the President);
- 5.1.6 Student-at-large (to be selected by lot from volunteers); and
- 5.1.7 Professor-at-large (to be selected by lot from volunteers).
- 5.2 Ex-Officio Members:
 - 5.2.1 Dean of Arts and Humanities;
 - 5.2.2 Student Newspaper Student Editor;
 - 5.2.3 Student Newspaper Faculty Adviser;
 - 5.2.4 Director of Student Life.
- 5.3 Term of Office. Voting members are appointed in August for two-year terms. Students or staff who terminates their education or employment at OCCC shall relinquish their membership in the Student Newspaper Advisory Board.
- 6.0 Vacant positions caused by a person's relinquishing his/her position on the Student Newspaper Advisory Board shall be filled by the same means of appointment or selection specified above.
- 7.0 Meetings.
 - 7.1 Regular meetings of the Student Newspaper Advisory Board shall be held September and February of each year at a time and place determined by the chairperson and shall be announced to OCCC community so that interested parties may attend.
 - 7.2 Emergency meetings and special meetings shall be called by the chairperson as requested by any two members; all members shall be notified of the time and place of the meeting; advance notice of emergency meetings will be given as early as possible and interested parties may attend.
 - 7.3 All meetings are open to the public except when matters to be reviewed are determined by the Student Newspaper Advisory Board to concern confidential information or information which might involve an individual's right to privacy.
- 8.0 Quorum. A quorum shall be four of the voting members.
- 9.0 Officers.
 - 9.1 The chairperson shall be elected by the voting members of the Student Newspaper Advisory Board.
 - 9.2 Other officers such as vice chairperson or secretary may be established and elected by the Student Newspaper Advisory Board.
 - 9.3 The term of office for the chairperson and other officers shall be one calendar year. Officers will be chosen in September and assume their duties in January.
 - 9.4 All officers shall be voting members of the Student Newspaper Advisory Board.
- 10.0 Decisions. Decision of the Student Newspaper Advisory Board shall be reached by a majority vote of members present (providing that a quorum exists). In the event of a tie vote, no action shall be taken; in the event of a conflict-of-interest situation, involved parties shall disqualify themselves.

Revised: September 30, 1997
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