

**Georgia State University
Committee on Student Communications
ByLaws**

I. Purposes

The Committee on Student Communications (“CSC”) was established to review the operations of and advise student media groups at Georgia State University, allocate funds to and provide a means for due process with respect to these organizations and to elect media heads for each media group.

In this capacity, the CSC holds regular meetings, reviews the annual operations of student media, interviews applicants for media head positions, hears grievances specifically related to student media, and approves and allocates student media funds.

The CSC is accountable to the Vice President of Student Affairs. As set forth below, the CSC is, in part, a recommending body (for purposes of due process matters and the appointment of the Album 88 General Manager in which cases its decisions are forwarded as recommendations for final determination by the Vice President of Student Affairs for matters related to WRAS-FM and its digital subchannels) and, in part, a body with the authority to make final decisions (for purposes of allocating funds to the media groups and appointing media heads for all media groups except for Album 88).

II. Student Media

Student media include: Neo Network (NEON), *New South*, *The Signal*, *Underground* and Album 88.

III. Membership of the CSC

- A. Members of the CSC are appointed by the Director of the Student Center. Appointments are made annually in May for a term of one year. Members may be appointed for unlimited successive terms.
- B. The Vice President of Student Affairs appoints the Chair of the Committee, the Director of Student Media. The Chair is appointed at the same time annually as the rest of the committee and serves a one-year term. The Chair may be reappointed for unlimited successive terms.

C. The membership of the CSC is comprised of: the following thirteen members:

1. General Manager, NEO Network
2. Editor-in-Chief, *New South*
3. Editor-in-Chief, *The Signal*
4. General Manager, Album 88
5. Editor-in-Chief, *Underground*
6. Faculty Member, College of Arts & Sciences
7. Faculty Member, College of Arts & Sciences
8. Undergraduate Student at-large
9. Graduate Student at-large
10. Director, Student Media
11. Unit Supervisor for Media, Division of Student Affairs (Ex-officio)
12. Associate/Assistant Legal Advisor (Ex-officio)
13. Business Coordinator, Student Media (Ex-officio)

At least one of the two student-at-larges is required to have no participation with nor any prevailing interest in any of the five Student Media groups. Should this student begin involvement with any Student Media organization, they forfeit their position on the Committee.

Faculty members are required to have an academic interest and/or professional experience in publishing and/or media production. The faculty's role on the Committee on Student Communication should qualify as a formalized service assignment for their department.

Students may apply to the position of at-large representative through the Student Media website. All at-large students must be subject to the vetting of other incoming committee members prior to the first Fall meeting of the CSC. A consensus of at least three of five students and at least one of the remaining two members must agree to the selection of an at-large student to the committee.

Officers of the Student Government Association are disqualified from consideration for the Committee on Student Communication.

IV. Meetings and Voting

A. The CSC meets at least once per academic semester and may call additional meetings as needed. All CSC meetings are open to the public. These meetings will include an Annual Meeting to be held in September which will be for the purposes of general information and taking questions from the student body. The Annual Meeting will be marketed to the student body (radio announcements, newspaper advertisement, etc.) within at least 10 days of the meeting. Meeting dates are determined and called by the Chair and shall, absent extenuating circumstances, fall on a weekday with the date and time to be determined in an attempt to accommodate the schedule of all committee members.

B. Seven members of the thirteen total CSC members in attendance constitute a quorum concerning matters on which all CSC members may vote. With respect to matters on which only the

seven student members of the CSC may vote, five student members in attendance constitute a quorum. All members of the Committee are eligible to vote unless otherwise prohibited from voting in accordance with section V of these bylaws.

C. In the interest of fulfilling quorum and/or avoiding deadlocks on voting matters, a voting member that has prior commitments may suggest a proxy representative in advance of a scheduled meeting. Requests for a proxy representative must be submitted in writing (via email or signed paper copy) to the Chair no later than 72 hours prior to a meeting. The Chair must notify the committee via email within 48 hours or more of the meeting of the proxy representative selected; this selection can be vetoed upon the objection of two or more objecting voting members.

D. Unless otherwise specifically provided in these by-laws, the parliamentary authority shall be Roberts Rules of Order (latest edition).

V. Policies

A. Authority

1. The CSC is authorized by the Vice President of Student Affairs to review operations and advise all campus media. In that capacity, the Committee as a whole or individual committee members may be called on to work directly with student media heads regarding operating guidelines for each media organization.
2. The CSC is authorized by the Vice President of Student Affairs to approve and allocate budgets for each media organization.
3. The CSC endorses and supports the authority of each media head to set and enforce operational policies, editorial policies and procedures for the disbursement of allocated funds for each particular media organization and for an additional central media fund as it sees fit. The CSC reserves the right to review and make recommendations regarding said policies.
4. The CSC fully subscribes to the tenets set forth in the US Constitution and the Bill of Rights with regard to freedom of speech and freedom of the press. While the CSC may be a forum for the discussion of issues relating to news and editorial content of student media organizations, the Committee neither seeks to recommend or advise media organizations regarding the content of published or broadcast material.
5. Album 88 is additionally governed by the laws of the Federal Communications Commission whereas i. Georgia State University is listed as licensee for WRAS-FM and all of its digital subchannels and, ii. whereas WRAS-FM and its subchannels are additionally governed by the Federal Communications Commission and, iii. whereas Georgia State University entrusts management of Album 88 to supervise management of content for the purposes of airing on WRAS-FM and its subchannels, thus as a matter of policy the CSC upholds FCC regulations.

B. Appointment of Media Editors, Directors, General Managers and Staff

The CSC is authorized to seek applicants for and recommend the appointment of the General Manager of Album 88 by the Vice President of Student Affairs. All members of the CSC may participate in the interviewing of applicants and selection of a candidate to recommend for the position. For all other media organizations, the CSC is authorized to seek applicants for and to make final decisions concerning the appointment of Media Heads. For all media groups except Album 88, only Student members of CSC may deliberate and vote on what candidates should be appointed as Media Heads. University Staff and Faculty members of CSC may, however, participate in interview activities such as formulating standard interview questions and procedures. As a matter of policy, the CSC may give preference to applicants to these positions who have prior experience with the student media organization that they seek to manage. Once appointed, Media Heads select their respective staff members with no need for approval from the CSC.

If an incumbent is applying for a consecutive term in their position, then they may not be present during the interviews of their competitors nor may they vote on the appointment of the involved Media Head position.

C. Sanction of Media Editors, Directors, General Managers and Staff

All media editors, general managers and staff are required to comply with the laws, rules and regulations of the United States, State of Georgia, the Board of Regents of the University System of Georgia and Georgia State University. Violations of said laws, rules and regulations are prohibited and will subject the violator to sanctions which may include, but are not limited to, removal from the position of media head or staff member. See Georgia State University Student Code of Conduct (<http://codeofconduct.gsu.edu/>).

1. The CSC is authorized by the Vice President of Student Affairs to hear and resolve grievances and disputes except for:
 - grievances and disputes concerning sanctions imposed in accordance with Paragraph V. C.
 - or the appointment of the General Manager of Album 88.
 - All matters that are governed by the Student Code of Conduct (<http://codeofconduct.gsu.edu/>). All such grievances, disputes or references are immediately referred to the office of the Dean of Students.

A reasonable effort to resolve the grievance or dispute must first be made with the Media Head of the involved media group and if the dispute is not resolved at that level, then with the advisor of the respective media organization. If there is no satisfactory resolution of the grievance or dispute with the Media Head or the advisor, then a request may be made to the Chair of the CSC to convene a hearing on the matter. This request must be in writing, must specifically describe the nature of the grievance or dispute, must be signed by the individual or organizational representative bring the

grievance or dispute, and must be made within thirty (30) days of the incident out of which the grievance or dispute arises. A hearing by the CSC is not a matter of right, but it is within the sole discretion of the CSC. Thus, without granting a hearing, the CSC may, in its discretion, recommend that the decision of the media head and advisor be upheld. If a hearing is held by the CSC, a quorum of all voting Committee members, both student and faculty/staff alike, must be present of those CSC members eligible to participate in the hearing. Following the hearing, the CSC will forward a recommendation for final determination on the matter by the Vice President of Student Affairs. The Vice President of Student Affairs shall not be present nor vote during the CSC's hearing or review of grievances and disputes.

2. A member of the CSC who is a media head shall not participate in the process regarding a grievance or dispute related to their respective media organization including, but not limited, to the decision to hold a hearing and voting on any recommendations. However, the media head may, as stated above, initially attempt to resolve the grievance or dispute in conjunction with the respective Media advisor, may subsequently attempt to resolve the grievance or dispute at the direction of the CSC, and may respond to CSC inquires for information regarding the alleged grievance or dispute.
3. The CSC endorses the role of mediation as a first effort to resolve grievances and disputes between individuals concerning student media related matters.

VI. Due Process and Appeal Procedures

The CSC makes recommendations to the Vice President of Student Affairs for their final decision on all disciplinary matters the CSC hears. Appeals of disciplinary decisions made by the Vice President of Student Affairs must be made in writing to the Vice President for Student Affairs within five (5) days of the date of the decision.

Appeals of the decision of the Vice President for Student Affairs must be made in writing to the President within five (5) days of the date of the decision of the Vice President for Student Affairs. The President's decision shall be the final decision of Georgia State University. An appeal of the President's decision may be applied for with the Board of Regents of the University System of Georgia but must be made in writing to and received by the Executive Secretary of the Board of Regents of the University System of Georgia c/o the Associate Vice Chancellor for Legal Affairs within twenty (20) days of the date of the decision of the President. A review by the Board of Regents of the University System of Georgia is not a matter of right, but it is within the sole discretion of the Board. The decision of the Board of Regents of the University System of Georgia shall be final and binding for all purposes.

These by-laws shall be reviewed every three (3) years unless otherwise called for review by a quorum of the committee or by request of the Vice President of Student Affairs.

Approved 10/19/18

Last modified with committee approval 10/19/18