

Student Media Organization Constitution (Fill-in-the-blanks)

Constitutions are required of all UCSC Registered Student Organizations and must be in agreement with University policies. Organizations are encouraged to write their own constitution; however, you may choose to fill out this constitution form instead.

Review "Writing a Media Constitution" on the Student Media website (under Resources).
Fill in all blank spaces below.
Note: Text in **italics** is required and must be included in all constitutions.
When you have completed the form, save it to your computer with the name of your organization, then print a copy and bring it with you to Student Media.
The Student Media office will file a copy of your constitution as part of your registration application.
If you have questions, please contact Student Media at (831) 459-2840.

Note: You will be notified of its approval or any need for revision as required by University policy.

Note: Amendments must be filed with Student Media within one week of their adoption.

1. The name of this organization shall be:

2. The purpose of this organization shall be to:

3. The Authorized Representatives, officers, and members of this organization:

- *Accept responsibility for compliance with University policies and campus regulations.*
- *Understand and agree to abide by the provisions of the anti-hazing statutes in the California Education Code or Penal Code (as amended, effective January 1, 2007).*
- *Affirm that the rules, regulations and policies of the University of California and UCSC shall supersede the rules, regulations, policies and/or bylaws of any affiliated international, national, regional, or local organization.*

Add additional requirements (if any):

4. In addition, the membership criteria of this organization shall be:

- All UCSC students interested in the purpose of this organization are eligible for membership.
- Membership is open to any student regardless of gender, ethnicity, religion, etc.
- Membership is limited to currently registered UCSC students. Non-students are welcome to participate in activities, but may not be members, hold office, or vote. Non-students must complete non-student participation forms.

Add additional requirements (if any):

5. Membership may be rescinded by (describe process) e.g. consensus, simple majority vote, 2/3s majority vote, etc. (You may also delegate certain decisions to specific subcommittees):

6. Qualifications for Officers/Authorized Representatives:

a. Must be a currently registered student at UCSC.

Add additional requirements (if any):

7. Duties and responsibilities of Officers/Authorized Representatives:

Add specific duties and responsibilities (if any):

Position: _____

Position: _____

Position: _____

Position: _____

Position: _____

8. Election and removal of Officers/Authorized Representatives:

a. Officers/Authorized Representatives shall be elected by (describe method):

b. And shall serve for (define period of time):

c. Officers/Authorized Representatives may be removed by (describe process):

9. Organization Decision-making:

a. Quorum shall be (minimum number of members needed to be present at a meeting for a vote):

b. Voting privileges shall be granted to:

c. The organization shall make decisions by (describe process):

10. Financial records procedure shall be (describe how funds are tracked, reported and managed):

11. Amendments to the Constitution shall be approved by (define process):

12. Code of Ethics: The Media Council requires that registered media organizations include a Code of Ethics in their constitution. A code allows you to express your philosophy, responsibility to others and commitment. It also provides an opportunity to articulate the standards of professionalism to which the organization adheres, and is a helpful document to turn to when the group is dealing with an ethical question and/or situation. Writing one gives each group member a greater sense of membership and direction.

At a minimum, the code should address the following issues: accuracy, fairness, appropriateness of language and/or illustrations, identification of opinion, openness to persons wishing to take issue with an article, presentation, commentary or editorial, and input and participation by interested members of the campus community.

For example:

The publication and its corresponding website shall endeavor to promote intellectual curiosity, act as a forum for the free expression of ideas, and provide in-depth and provocative insights into the state of the campus and the diverse concerns of the UC Santa Cruz community. When opinions not those of the collective are published, they will be identified as such. We seek to encourage an interest in the well-being of, and active participation in, the campus and city among members of the Santa Cruz community. ...

The organization will not knowingly publish any content that fosters the evading of or violates any federal, state or local laws or encourages discrimination against any individual group or business on the basis of race, age, gender, sexual orientation, color, creed, religion, national origin, ancestry, or disability.

For other examples of professional ethical codes, check out the Society of Professional Journalists Code of Ethics, or the Filmmakers For Conservation (FFC) Guiding Principles for Ethical Filmmaking.

Please include your Code of Ethics here:

This constitution has been formally approved by the membership.

(Please also sign/date pages 1-2 in the margin.)

Name of Authorized Representative (print): _____

Signature: _____ Date: _____

Name of Authorized Representative (print): _____

Signature: _____ Date: _____

Name of Authorized Representative (print): _____

Signature: _____ Date: _____

Name of Authorized Representative (print): _____

Signature: _____ Date: _____