

## POLICY APPROVAL FORM

Executive Summary. (type a short summary of the process followed to develop this policy, names of those involved in its development, reason for undertaking the process, and key features of the policy). This section is to be completed by the group or individual assigned to develop the policy.

• **Why Student Communications Media (Section V, E-4, 5, 6) was revised:** In April, 1992, assistant Attorney General Jan Frickleton, upon request, advised the college that ① constitutionally the Cooper Point Journal student staff are solely responsible for newspaper content and no one action on behalf of the college may infringe upon their 1st Amendment rights; ② the advisor's title publisher/advisor "incorrectly implies a control over content which does not exist" so the college may want to eliminate "publisher" to avoid confusion about liability; and ③ the role of the Communications Board can only involve monitoring finances, selecting certain staff or advising. As a result the then Communications Board (including the dean of Student and Academic Support Services, Student Activities director, KAOS general manager, CPJ advisor and student media leaders) agreed policy needed to be revised. Also the board decided ④ the board ought to be advisory because much of what policy indicated the board should monitor had become the responsibility of the positions of SASS dean, Student Activities director and the CPJ advisor, ⑤ student communications media and Communications Board policy should be separated so as not to imply control or liability and that certain board members would write a board policy draft while TESC professional student support staff in consultation with student media members would write the student media revisions; and ⑥ KAOS and Cooper Point Journal student staffs and advisors would write comprehensive governing documents for their respective organizations which would detail —among other things— staff selection criteria and procedure, position responsibilities, conflict/complaint resolution process, student staff discipline/dismissal process and the process to revise the governing document. This version also deletes subsection E-5 (policies regarding KAOS that have been obsolete since the mid 1980s) and E-6 (a section on a campus cable TV station that was never created).

• **Who revised Student Communications Media (Section V, E-4, 5, 6):** SASS Dean Shannon Ellis, Student Activities director Thomas Mercado, KAOS general manager Michael Huntsberger and CPJ advisor Dianne Conrad in consultation with KAOS student directors and CPJ student editors and their staffs wrote this proposed version. Students of KAOS and the CPJ endorsed this proposed version. Students, in consultation with their advisors, wrote comprehensive governing documents for KAOS and Cooper Point Journal, which have been in effect since 1993-94.

• **Key features of this policy revision:** Limits policy Section V, E-4 to TESC student media (definition of and philosophy about student media; operating authority and responsibility; descriptions of KAOS and CPJ; description of college's support of KAOS and CPJ, including professional advisory staff and an advisory Communications Board; and, policy review and revision process). Policy regarding the Communications Board will be addressed later. KAOS and CPJ's respective governing documents now address: codes of ethics and media standards; description of the selection process for and the responsibilities of student staff positions (including the leadership); the handling of complaints about media content; and, the grounds and process for dismissal or discipline of student staff (including referring Student Conduct Code infractions to the college's grievance officer). As supervisor, the Student Activities director now maintains written details of KAOS general manager and CPJ advisor selection processes, job position descriptions and job duties.

Final review by Assistant Attorney General W Howard Fische Date 1/31/00

### APPROVAL

Vice-President for Academic Affairs and Provost B L Smith Date 2/10/00

Vice-President Finance and Administration Bruce Fanning Date 2/15/00

Vice-President for Student Affairs Al Costantini Date 1/3/00

President James Jarvis Date 2-16-00

Date Policy becomes effective 2-16-00