**Bill Status: PASSED**



**University of Colorado Student Government**

**Legislative Council**

**Date October 15, 2015 83 LCB 09 — Air Board Bylaws**

**Sponsored by:** J.R. Souders Parliamentarian

**Authored by**: Alexis Aaeng Air Board Chair

**A Bill to Approve the Air Board Bylaws**

**Bill History**

During the Fall of 2015, the Joint Board of KVCU took on revisions of its bylaws**.** These changes reflect the desires of the current Air Board to add clarity and to enable more effective board governance.

 **Bill Summary**

The Bill calls for a number of changes in the Air Board Bylaws as decided on by the Air Board. Board bylaws require approval by the CUSG Legislative Council.

**Whereas,** the Air Board began revising its bylaws to reflect the desires of the Board in the provisions of its governing documents.

**Whereas,** approval of Joint/Advisory Board Bylaws require a majority approval of the CUSG Legislative Council.

**THEREFORE, BE IT ENACTED by the Legislative Council of the University of Colorado Boulder Student Government, THAT:**

**Section 1:** Section 2(2.1)(e)-(i) shall now read, in relevant part:

e.     Approve monthly reports from management

f.      Offer opportunity to KVCU management (the General Manager and Student Management Staff, staff, student (as well as non-student) volunteers to formally present any relevant issues to the Air Board to be voted

g.     Approve any KVCU expenditures above $500 or 5% of the budget before it is taken to Finance Board

h.     Interview and Ratify KVCU Managers (Music Director, Promotions Director, Web Director, Volunteer Coordinator, Program Director, Production Director, Membership Coordinator,Engineer, News & Sports Director)

i.       Hold a minimum of one meeting per month, or as needed to review expenditures or budgets upon completion of the fiscal quarter.

**Section 2:** Section 3.11(c) shall now read, in relevant part, “Will serve one term, however he or she may be reelected up to one more term.”

**Section 3:** Section 3.12(c) shall now read, in relevant part, “Will serve one term, however he or she may be reelected up to one more term.”

**Section 4:** Section 3.13(a)-(g) shall now read, in relevant part:

a.     Keep track of Radio 1190’s budget.

b.     Write bills or review bills from the General Manager for capital expenditures and bring it to Air Board and if it is approved take it to Finance Board.

c.      Meet with the General Manager bi-weekly to check in on budget and report meeting to Airboard.

d.     Formulate budget with the General Manager, with any necessary advisement from Air Board, and any representatives of CUSG or the Student Finance Office. And present completed budget to Airboard and bring to Finance Board for approval.

e.     Write and present, along with the General Manager, any SOR requests to The Finance Board following Air Board approval.

f.      Will be elected by the board with a majority vote at the end of the spring semester for the next year

g.     Will serve one term, however he or she may be reelected up to one more term.

**Section 5:** Section 3.2(c)-(j) shall now read, in relevant part:

c.      At most there will be nine fee-paying students on the board, but there will be at least seven voting members on the board.

d.     Air Board may include two non-voting, non-students

f.      A two-thirds vote shall be required to remove a voting Air Board Member

g.     Air Board members will attend all meetings and respective committee meetings, be informed on relevant Air Board Business, carry out any special responsibilities assigned by the Air Board, be available for KVCU Air Board hours

h.     All voting Air Board Members have the privilege of being instrumental and informed in the development and implementation of policy to enhance the quality of KVCU

i.       Student voting members have the right to formally introduce, review and vote on procedures relating to all KVCU operations.

j. Resignation of Board members and officers. Resignations will be granted upon the board receive a formal letter of resignation from the member intending to resign. Resignations will not be denied for any reason.

**Section 6:** Sections 3.3 and 3.4 shall be added and now read, in relevant part:

3.3 -Requirements for all Board Members

a. Airboard will include one representative at large from CUSG, to be appointed by the Tri-executives. This representative will be a voting member

b.  Absence from more than one half of Air Board or committee meetings by voting members during a two-month period, or severe lack of communication or availability, will retroactively result in a review of members status by the Air Board.

c. Review of Non-participatory Board Members will be done in full session (not including the non-participatory member) and will debate, vote and levy action against said member. A vote favored by two thirds or six members will be required for action to proceed, Members may not abstain from votes regarding Air Board members.

d. Removal of Officers. Officers who do not meet the outlined requirements for their positions and any of the aforementioned requirements may be removed from the board by a vote brought by at least three members and unanimously approved by the remainder of the Air Board

e. Officers will be required to attend half of all general board meetings, and will complete or appropriately delegate all work required by the positions respective job description.

f. Member Proxy requirements:

1. Board Members may only provide a proxy given the prior consent of the Air Board.
2. Members may request a virtual meeting, by asking another board member to assist and providing any necessary equipment.

3.4 - Advisors & Non-Voting Members

a.   Two non-voting advisory members may attend all Airboard meetings and participate on committees. These members will be expected to actively participate as board members do. These members do not have to be affiliated with KVCU or be fee-paying students.

b.   Additional advisors will be allowed to participate in board meetings and committees as is deemed necessary to board functioning.

**Section 7:** Section 4(d) shall now read, in relevant part, “Committees should meet as needed, and participation in meeting by committee members will be subject to the same requirements as standard board meetings.”

**Section 8:** The Air Board Bylaws shall read as written in Appendix A.

**Section 9:** The bill shall take effect upon final passage in Legislative Council and upon either obtaining the signature of two Tri-Executives and the Legislative Council President or the lapse of six days without action by the Tri-Executives.

**Vote Count:**

10/15/15 Passed on 1st Reading Acclamation

10/22/15 Passed on 2nd Reading Acclamation

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Nicholas Trevino John Lurquin

Legislative Council President President of Student Affairs

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Boneth Ahaneku Joseph Soto

President of Internal Affairs President of External Affairs

**Appendix A**

**Air Board Bylaws**

**Approved by Legislative Council 04/18/2013**

**1. Introduction**

1.1 The basic documents defining the purpose, general policies and accountability of the University of Colorado at Boulder Air Board are listed at the end of this document

**2. Purpose**

2.1 -The Board intends to ensure that KVCU remains a university owned and student operated media outlet. The Board shall have the authority to:

a.     Promote student and citizen participation at KVCU within CU Boulder and its community with but is not limited to; grant writing, fundraising and advertising

b.     Be responsible with its authorized agents, for strategic planning, budgeting, and other long-term needs of KVCU

c.      Submit KVCU’s budget with cooperation of the General Manager to the Finance Board

d.     Update the Boards policy implementations and procedures as needed

e.     Approve monthly reports from management

f.      Offer opportunity to KVCU management (the General Manager and Student Management Staff, staff, student (as well as non-student) volunteers to formally present any relevant issues to the Air Board to be voted

g.     Approve any KVCU expenditures above $500 or 5% of the budget before it is taken to Finance Board

h.     Interview and Ratify KVCU Managers (Music Director, Promotions Director, Web Director, Volunteer Coordinator, Program Director, Production Director, Membership Coordinator,Engineer, News & Sports Director)

i.       Hold a minimum of one meeting per month, or as needed to review expenditures or budgets upon completion of the fiscal quarter.

j.       Set policy and review budgetary matters of KVCU within the priorities established by the Legislative Council

**3. Governance**

**3.1- Officers**

**3.11 -Air Board Chair**

a.     A majority will select the Air Board Chair from voting Air Board members at the end of every Spring Semester. The Air Board Chair may not be a member of Executive Staff or Legislative Council

b.     Term of the Air Board Chair will be for two semesters (fall and spring), beginning the date of election

c.      Will serve one term, however he or she may be reelected up to one more term.

d.     Prepare agendas for the Air Board

e.     Handle all routine correspondence

f.      Keep the Air Board informed of pertinent information

g.     Assure that all requests addressed to the Air Board receive proper consideration

h.     Appoint subcommittees when necessary

i.       Instruct the newly elected Air Board Chair on all matters pertaining to the office.

j.       Cannot be an employee of Radio 1190

k.     Will not vote on Air Board Legislation unless in the event of a tie

l.    Must have served on Air Board as a voting member for at least one semester prior to election

m.       Compensation: The Air Board chair shall receive a stipend from the funds provided in the CUSG budget in an amount at intervals prescribed by the CUSG Bylaws.

**3.12- Air Board Vice Chair**

a.     Will take over for the Air Board chair in the case that the Air Board chair is not able to make a meeting, is terminated or resigns

b.     Will take minutes of the Air Board Meeting, and conduct any secretarial work for the board as required by the Air Board Chair

c.      Will serve one term, however he or she may be reelected up to one more term.

d.     Will be elected at the end of the spring semester with the ratification of the board of a majority vote

**3.13 –Treasurer**

a.     Keep track of Radio 1190’s budget.

b.     Write bills or review bills from the General Manager for capital expenditures and bring it to Air Board and if it is approved take it to Finance Board.

c.      Meet with the General Manager bi-weekly to check in on budget and report meeting to Airboard.

d.     Formulate budget with the General Manager, with any necessary advisement from Air Board, and any representatives of CUSG or the Student Finance Office. And present completed budget to Airboard and bring to Finance Board for approval.

e.     Write and present, along with the General Manager, any SOR requests to The Finance Board following Air Board approval.

f.      Will be elected by the board with a majority vote at the end of the spring semester for the next year

g.     Will serve one term, however he or she may be reelected up to one more term.

**3.2 General Members**

a.     Will be recruited through an application process set up by the officers initiated at the start of the fall semester

b.     The General Members will be chosen by the Air Board Officers and will be ratified by the Legislative Council, at which point they will attain voting privileges.

c.      At most there will be nine fee-paying students on the board, but there will be at least seven voting members on the board.

d.     Air Board may include two non-voting, non-students

f.      A two-thirds vote shall be required to remove a voting Air Board Member

g.     Air Board members will attend all meetings and respective committee meetings, be informed on relevant Air Board Business, carry out any special responsibilities assigned by the Air Board, be available for KVCU Air Board hours

h.     All voting Air Board Members have the privilege of being instrumental and informed in the development and implementation of policy to enhance the quality of KVCU

i.       Student voting members have the right to formally introduce, review and vote on procedures relating to all KVCU operations.

j. Resignation of Board members and officers. Resignations will be granted upon the board receive a formal letter of resignation from the member intending to resign. Resignations will not be denied for any reason.

**3.3 -Requirements for all Board Members**

a. Airboard will include one representative at large from CUSG, to be appointed by the Tri-executives. This representative will be a voting member

b.  Absence from more than one half of Air Board or committee meetings by voting members during a two-month period, or severe lack of communication or availability, will retroactively result in a review of members status by the Air Board.

c. Review of Non-participatory Board Members will be done in full session (not including the non-participatory member) and will debate, vote and levy action against said member. A vote favored by two thirds or six members will be required for action to proceed, Members may not abstain from votes regarding Air Board members.

d. Removal of Officers. Officers who do not meet the outlined requirements for their positions and any of the aforementioned requirements may be removed from the board by a vote brought by at least three members and unanimously approved by the remainder of the Air Board

e. Officers will be required to attend half of all general board meetings, and will complete or appropriately delegate all work required by the positions respective job description.

f. Member Proxy requirements:

1. Board Members may only provide a proxy given the prior consent of the Air Board.
2. Members may request a virtual meeting, by asking another board member to assist and providing any necessary equipment.

g. All Airboard members must complete diversity training as per CUSG policy.

**3.4 - Advisors & Non-Voting Members**

a.   Two non-voting advisory members may attend all Airboard meetings and participate on committees. These members will be expected to actively participate as board members do. These members do not have to be affiliated with KVCU or be fee-paying students.

b.   Additional advisors will be allowed to participate in board meetings and committees as is deemed necessary to board functioning.

**4. Committees**

a.     All serious or lengthy work shall be done outside Air Board meetings in committees

b.     Committees may be established on an ad hoc basis by a majority vote of Air Board

c.      As many ad hoc committees as necessary for particular tasks should be formed

d.     Committees should meet as needed, and participation in meeting by committee members will be subject to the same requirements as standard board meetings.

e.     A committee may be disbanded at any time if it is deemed no longer needed by the Air Board

**5. General Conduct and Reporting of Board Meetings**

a.     All formal meetings are open to the public. However, the Air Board reserves the right to go into Executive Session for the purpose of discussion only

b.     The Air Board must approve all expenditures from student fees which may not be covered within the annual approved budget

c.      An Air Board meeting has quorum when a majority of voting members are in attendance

d.     Amendments and Bylaw Changes shall be conducted as needed. In general, the bylaws will be reviewed once a year for any necessary changes. Notification of proposed changes must precede the meeting during which action is taken by at least one week. Any amendment shall require approval of at least three-fourths of the voting members.

e.     Air Board, in accordance with its statement of purpose and with University policy, shall conduct its business and make its appointments in compliance with the intent of equal opportunity and affirmative action guidelines.

**6. Basic Documents**

a.     University of Colorado at Boulder Student Union Constitution enacted May 2, 1974 and last amended May 11, 2009.

b.     These Air Board Bylaws.