

## BSC Policy Document<sup>1</sup>

1. The Board of Student Communications (BSC) is an independent body over which no one body can assert control. The operating procedures of the BSC are stated in its Rules and Regulations. The BSC will report to the Provost of Drake University. A primary function of the BSC is to approve the budgets of official BSC organizations in a manner that ensures freedom of the press in accordance with the Iowa and United States Constitutions.
2. The BSC will report to the Provost. The Chair and Vice-Chair of the BSC will meet with the Provost (or the Provost's designee) at least once a semester and will send the Provost a copy of the BSC's year-end report. In addition, the Provost may call a meeting with the Chair and Vice Chair of the BSC, as well as other members of the BSC, when he or she deems it appropriate.
3. Beginning in 2013-14 the Student Media Fee will be \$35.75 per student per year, funded via the Student Activity Fees.
4. Beginning in 2013-14 the BSC Reserve Account will be capped at \$30,000.00. In the event a BSC budget surplus would cause the Reserve Account to exceed \$30,000, the excess would revert to the Student Senate.
5. The BSC Funding can be changed as follows:
  - a. The approval of two (2) out of three (3) bodies among the BSC, the Student Senate and the Faculty Senate shall be required before any reduction in the Student Media Fee or BSC Reserve Account can be made. Two-thirds of the total number of BSC voting members (and not two-thirds of votes cast) would constitute approval by the BSC if it were one of the two bodies that voted to reduce the Student Media Fee or BSC Reserve Account; simple majorities (of votes cast) of Student Senate and/or Faculty Senate would constitute their respective approval.
  - b. The Student Media Fee and BSC Reserve Account could be increased by a majority of the voting members of the BSC and a simple majority of the Student Senate. The request for an increase would be heard on the floor of the Student Senate in an up or down vote and would not be referred to the Student Fees Allocation Committee.
6. Procedures for review of the BSC:
  - a. Should the Student Senate seek an increase in the Student Activity Fee, the BSC and the Student Senate will jointly review and reevaluate the Student Media Fee and BSC Reserve Account. The review committee shall be composed of two (2) members each from the BSC and the Student Senate. The BSC shall appoint the head of a BSC organization and the person responsible for managing the BSC budget. The Student Senate President shall appoint two members from the Student Senate (which could include the president) who do not currently serve as members of the BSC. An increase in the Student Media Fee would require the approval of three (3) members of the review committee

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<sup>1</sup> This document was approved by the BSC Task Force in early December 2012. It follows the recommendations of the BSC Task Force Report, issued May 2012, that was endorsed by the Drake Student and Faculty Senates as well as the Board of Student Communications in Fall 2012. Section 6d was added in February 2013 in accordance with the procedures stated in Section 9. It is to be placed on the Drake University Policies Pages (see <http://www.drake.edu/academics/policies/policies.php>). The policies in #1, #2, #8 and #9 will go into effect once this document is approved by the Provost. The policies #3 to #7 will go into effect with the 2013-14 funding cycle, which begins in Spring 2013.

- b. Every five (5) years beginning in Fall 2018 a joint committee of the BSC and the Student and Faculty Senates shall be appointed to review the Student Media Fee and BSC Reserve Account. This review should take into account such things as
    - i. Whether the Student Media Fee and BSC Reserve Account are sufficient to meet the operational needs of the BSC organizations.
    - ii. The budgetary practices of the BSC.
    - iii. Changes in operational costs such as (but not limited to) staff salaries, printing and technology needs.

The review committee shall be composed of two (2) members each from the BSC, Student Senate, and Faculty Senate. The BSC shall appoint the head of a BSC organization and the person responsible for managing the BSC budget. The Faculty Senate and Student Senate Presidents shall appoint two (2) members of their respective bodies (which could include themselves) who do not currently serve as members of the BSC. A change in the Student Media Fee would require the approval of five (5) members of the review committee.
  - c. The Student Media Fee and BSC Reserve Account will also be reviewed by a joint committee of the BSC and the Student and Faculty Senates (with identical membership and procedures as those described in 6b) under the following conditions:
    - i. A change in the number of the BSC organizations or the frequency of publication.
    - ii. At the request of at least two of the following bodies: the BSC, the Student Senate, and the Faculty Senate. This request would call for a review in cases of unusual circumstances, such as (but not limited to) a significant change in the distribution schedule of one of the BSC organizations or a significant budgetary BSC deficit or surplus.
  - d. The removal of a BSC organization requires the approval of the BSC, the Student Senate and the Faculty Senate. Two-thirds of the total number of BSC voting members (and not two-thirds of votes cast) would constitute a vote of the BSC in favor of removal of a BSC organization; simple majorities (of votes cast) of Student Senate and Faculty Senate would constitute their respective consent to remove a BSC organization.
7. BSC right of appeal: The BSC may appeal the outcome of any of the above reviews specified above in Item 6 to binding arbitration by a panel appointed by the Dean of the Law School.
8. The BSC may revise its Rules and Regulations subject one of the following:
- a. The approval of the Provost, who will consult with the Student and Faculty Senate presidents, or
  - b. A vote by two-thirds of the voting membership of the BSC (and not two-thirds of votes cast) and simple majorities (of votes cast) of both the Student and Faculty Senates.
9. Policies stated in Items 1, 5, 6, 7, 8 and 9 of this document (the BSC Policy Document) can be amended by a vote of two-thirds of the voting membership of the BSC (and not two-thirds of votes cast) and simple majorities (of votes cast) of both the Student and Faculty Senates. Procedures for changing the Media Fee (Item 3) and the cap on the Reserve Fund (Item 4) are specified in Item 5. The Provost and the BSC can by mutual agreement change the reporting procedures in Item 2. New items added to this document must be approved by a vote of two-thirds of the voting membership of the BSC (and not two-thirds of votes cast) and simple majorities (of votes cast) of both the Student and Faculty Senates.