

**STUDENT MEDIA BOARD BYLAWS**  
**University of Hawai‘i at Mānoa**

**ARTICLE I: NAME AND PURPOSE**

Section 1.            Name

The name of this organization is Student Media Board (hereafter referred to as “Board”).

Section 2.            Purpose

The purpose of the Board is to govern student publications; digital media production; and broadcast programming, including over Federal Communication Commission (hereafter referred to as “FCC”)– allocated frequencies and channels, and to provide educational opportunities for University of Hawai‘i at Mānoa (hereafter referred to as “UHM”) students in the field of mass communications. The four programs overseen by the Board are the student-run newspaper *Ka Leo O Hawai‘i*, the student-run literary journal *Hawai‘i Review*, the student-run radio station KTUH, and the student-run video production company UH Productions. The Board is a Chartered Student Organization (hereafter referred to as “CSO”) of UHM.

Section 3.            Mission Statement

The Board, through its innovative and dynamic programs, will provide educational and experiential opportunities to students while producing the highest quality news, entertainment, and information for the UHM community.

The Board replaces the former student-media CSOs, the Broadcast Communications Authority and the Board of Publications.

**ARTICLE II: MEETINGS AND QUORUM**

Section 1.            General Board Meetings

General Board meetings shall be scheduled and held each month and shall be open to the public. Notice of a general Board meeting shall be publicly posted at least 48 hours prior to the meeting. Meetings are subject to change at the discretion of the Board.

Section 2.            Special Meetings

Special meetings may be called by the Board Chair, Vice Chair, Secretary, or Treasurer or on written request by any three (3) voting members, and are open to the public. All Board members shall be notified of the time, place, and agenda a minimum of 48 hours in advance. Notice of a special Board shall be publicly posted at least 48 hours prior to the meeting.

Section 3.            Closed Meetings

Meetings conducted under Executive Session shall be closed to the public. The Board shall move into Executive Session at a General Board meeting or a committee meeting only to discuss the following:

- A. The medical, financial, credit, or employment history of a particular person or corporation, or matters leading to the appointment, employment, promotion, demotion, suspension, dismissal, or removal of a particular person or corporation, provided that the meeting shall be open if the particular person or corporation so requests.
- B. Proposed, pending, or current litigation or grievance proceedings.

- C. The proposed purchase, sale, or lease of real property, or the proposed purchase, sale, or trade of securities, but only when publicity would substantially affect the value of such real property or securities.
- D. The performance or behavior of a Board member, employee, or a program staff member.

Section 4. Quorum

No less than seven voting (7) members shall constitute a quorum.

Section 5. Parliamentary Authority

The latest edition of *Robert's Rules of Order* shall govern deliberations on all points not covered by the Charter and Bylaws or by the Policies and Procedures of the Board.

**ARTICLE III: MEMBERSHIP**

Section 1. Composition

The Board shall consist of thirteen (13) voting members including: nine (9) student members, two (2) faculty or staff members, and two (2) professional or alumni members from the community.

Section 2. Eligibility for Membership

- A. Any part-time or full-time UHM student paying the student fees shall be eligible for appointment to the Board.
- B. Any student who meets the eligibility requirement as stated in Article III, Section 2A is eligible; however, students may be elected or appointed to no more than one (1) CSO per academic year.
- C. Any part-time or full-time UH employee (faculty or staff) shall be eligible for appointment to the Board.
- D. Professional or alumni members from the community shall preferably be active or retired professionals in media professions, including journalism, publications, radio broadcast, or film/video production.
- E. Program heads, executive staff members, or other student staff members of a Board program shall not be members of the Board.

Section 3. Appointment of Members

- A. The Board shall recommend to the UHM Chancellor or designee one (1) person per vacancy, and a list of alternates, if any, in accordance with the provisions of the Charter, Bylaws and Policies and Procedures of the Board.
- B. By written notification to the Board, the UHM Chancellor or designee may reject any recommendation and shall request that the Board submit the name of a different candidate.

Section 4. Term of Office

- A. All voting Board members shall be appointed to two-year terms.
- B. Voting Board members shall not serve for more than two consecutive terms.

## **ARTICLE IV: RESPONSIBILITIES AND DUTIES OF EXECUTIVE OFFICERS**

### Section 1.

Responsibilities and duties of executive officers include, but are not limited to, those listed below.

- A. Chair. The Chair shall convene meetings, prepare the agenda, create Board committees, and appoint committee members (subject to Board approval); be spokesperson for the Board in all matters pertinent to the Board's interest and jurisdiction; and assume other duties as directed by the Board, the Charter, Bylaws, the Policies and Procedures of the Board, and the latest edition of *Robert's Rules of Order*.
- B. Vice Chair. The Vice Chair shall serve in the absence of the Chair and shall assume other duties as directed by the Board, the Charter, Bylaws, the Policies and Procedures of the Board, and the latest edition of *Robert's Rules of Order*.
- C. Secretary. The Secretary shall create, maintain, and disseminate the minutes of the general Board meetings; provide any correspondence or notices on behalf of the Board; maintain recordkeeping of all Board documents; and shall assume other duties as directed by the Board, the Charter, Bylaws, the Policies and Procedures of the Board, and the latest edition of *Robert's Rules of Order*.
- D. Treasurer. The Treasurer shall regularly review all Board financial records, regularly submit to the Board its financial statements, and prepare the annual budget. The Treasurer shall serve as chair of the finance committee, and assume other duties as directed by the Board, the Charter, Bylaws, the Policies and Procedures of the Board, and the latest edition of *Robert's Rules of Order*.

## **ARTICLE V: COMMITTEES**

### Section 1. Standing Committees

The Board shall have eight (8) standing committees, each with the following name and charge:

- A. Executive Committee. The Executive Committee shall be responsible for setting priorities for the Board and the general oversight of the Board. The Executive Committee shall govern all Board committees, programs, departments, services, and activities through an organizational framework established by the Charter, Bylaws, and Policies and Procedures of the Board. Further, the committee shall propose, for Board consideration, goals, policies, and operating procedures designed for the Board itself.
- B. Policies & Procedures Committee. The Policies & Procedures Committee shall be responsible for developing and maintaining Board policies and procedures, including its Charter and Bylaws. The Policies & Procedures Committee shall initiate or receive, investigate, and make recommendations on the operating procedures of programs, and the operating rules of the Board. The committee shall also propose amendments to the Charter and Bylaws of the Board
- C. Recruitment Committee. The Recruitment Committee shall be responsible for actively recruiting, interviewing, and recommending candidates for voting positions on the Board to the Board.
- D. Finance Committee. The Finance Committee shall be responsible for the budget of the Board and its programs, as well as the financial integrity of the Board. The Finance Committee shall initiate or receive, investigate, and make recommendations on all issues pertaining to the appropriation of Board funds and all rate changes by programs under Board jurisdiction. The committee shall also assist the Treasurer in preparing and submitting for Board approval the next fiscal year's operating budget at least one (1) meeting before the last meeting of the current fiscal year.

- E. Personnel Committee. The Personnel Committee shall be responsible for actively recruiting, interviewing, and recommending program-head positions to the Board, and shall be responsible for vetting program-head candidates for executive student staff positions before making recommendations to the Board. Further, the committee shall also evaluate the performance of all Board program heads.
- F. Strategic Planning Committee. The Strategic Planning Committee shall be responsible for developing and maintaining short- and long-term strategic plans for the Board and its programs. The Committee assists the Board with its responsibilities for the organization's mission, vision, and strategic direction. Specific responsibilities include: helping management to identify critical strategic issues facing the organization; ensuring the Board has established an effective strategic planning process, including development of a three- to five-year strategic plan with measurable goals and time targets; keeping up-to-date on industry standards and local market trends, advances in technology, and other opportunities to improve the scope, cost effectiveness, and quality of services provided by the organization; and reviewing the strategic plans of the Board's programs to assure they are aligned with the Board's strategic direction and goals.
- G. Training & Development Committee. The Training & Development Committee shall be responsible for facilitating training and development opportunities for Board members, program heads, and student staff.
- H. Program Leaders Committee. The Council of Program Heads acts as collective program representation to the Board.

#### Section 2. Standing Committee Members and Officers

Each standing committee shall have a Committee Chair that is a student member of the Board, and shall consist of at least three (3) voting members of the Board, provided that:

- A. The Executive Committee consists of the executive officers of the Board and one voting, non-student Board member. The Executive Committee is chaired by the Board Chair.
- B. No member of the Recruitment Committee shall at the same time be an applicant for Board membership.
- C. The Committee Chair of the Finance Committee shall be the Board Treasurer.
- D. The Board shall approve the appointment of Committee Chairs and standing committee members; and
- E. The Council of Programs Heads shall be comprised of the Editor in Chief of *Ka Leo O Hawai'i*, Editor in Chief of *Hawai'i Review*, General Manager of KTUH, General Manager of UH Productions, and the program head of any other student media entity that is established and recognized by the Board.

#### Section 3. Ad Hoc Committees

The Board Chair may, as circumstances warrant, authorize the creation of an ad hoc committee for a discrete and specific purpose of interest to the Board, and shall appoint all members and officers of such an ad hoc committee. The Board shall approve the charge of any ad hoc committee. Such a committee may be created for a definite time period or until its specific function has been completed, but shall not exist longer than the academic year in which it is created, unless specifically authorized by its charge.

#### Section 4. Committee Voting

Standing and ad hoc committees can take action or make recommendations upon the concurrence of a simple majority of the Chair-appointed voting committee members.

## ARTICLE VI: REMOVAL FROM OFFICE

### Section 1. Reasons for Removal

Grounds for removal include, but are not limited to, those listed below.

#### A. Board members.

1. Failure to maintain eligibility for the position (as detailed in Article III, Section 2) shall lead to immediate dismissal.
2. Failure to abide by UHM policies, including student conduct code.
3. Willful misuse of the position, Board assets, facilities, property, or supplies.
4. Any of the following violations of membership:
  - a. More than two (2) unexcused absences from General Board meetings per year.
  - b. Not actively participating on at least two (2) standing committees and Board projects.
  - c. Not seeking to serve the diverse needs of all segments of the UHM campus community.
  - d. Not upholding the provisions of the Charter and Bylaws, or working within the guidelines provided by this document and by the Policies and Procedures of the Board.

#### B. Program heads.

1. Those grounds cited in Article VI, Section 1A.
2. Failure to meet the responsibilities and obligations of offices described in these Bylaws, and the Policies and Procedures of the Board.

### Section 2. Procedures

- A. Board members. In order for a Board member to be removed from office, a minimum of  $\frac{1}{3}$  of voting Board members must submit a written and signed request for removal to the Director for Student Media Programs or a designee. The Director for Student Media Programs or designee shall notify all voting members in writing a minimum of two (2) weeks prior to the meeting on which the action on the request is anticipated. The request for action to remove must be kept confidential and must contain specific reasons for requesting the voting member's removal. The original, signed copy of the request must be retained in the confidential files of the Board. Removal of a Board member requires a concurrence of at least  $\frac{2}{3}$  majority of voting members. The member in question shall receive, in writing, any Board decision from the Board Chair. The Board may send notification of removal to the UHM Chancellor or designee.
- B. Executive Officers. The Chair, Vice Chair, Secretary, and/or Treasurer may be removed from their executive office position by a concurrence of at least  $\frac{2}{3}$  majority of voting members. If removed from executive position, member will continue to serve as non-executive voting member. Removal from the Board will follow the process outlined in Article VII Section 2A.
- C. Appointed staff.
  1. Program heads. Program heads are defined as Editors-in-Chief, General Managers, and other positions defined by the Board. After receiving a request for action to remove a program head signed by a minimum of  $\frac{1}{3}$  of voting Board members, the Director for Student Media Programs or a designee and Board Chair, shall notify all voting members and the program head in question in writing a minimum and of two (2) weeks prior to the meeting on which

the action on the request is anticipated. The request for action to remove must be confidential and must contain specific reasons for requesting the removal. The original, signed copy of the request must be retained in the confidential files of the Board. The Board may remove a program head by a concurrence of a 2/3 majority of voting members. The Board shall hold a hearing on the removal of any program head in question upon his or her request. The Board Chair shall notify program head, in writing, of any Board decision.

2. Executive student staff of Board programs. Program heads have the authority to remove any member of their program staff subject to the Board's Charter, Bylaws, Policies and Procedures of the Board, and confirmation from the Board.

### Section 3. Appeal Process

#### A. Grounds for appeal.

1. New evidence or an unusual condition relevant to the decision.
2. A procedural error has occurred during the removal process.

#### B. Procedure.

1. The individual being removed from office may submit an appeal in writing to the Director of Student Media Programs within five (5) UHM school days of the receipt of the Board's written decision.
2. Upon receipt of an appeal request, the Director of Student Media Programs shall acknowledge such receipt within ten (10) UHM school days and set an appellate hearing date.
3. If the individual's appeal fails to meet the grounds outlined above, the Board's decision is final.
4. Hearings are closed to the public, and all decisions of the appellate board shall be final and binding.
5. The Board Chair shall notify respondent of the decision of the appellate board.

#### C. Composition and quorum of appellate board.

1. The Director of Student Media Programs shall facilitate the process.
2. The appellate board shall consist of: at least four (4) members, one of which is to be designated appellate board chair and at least two (2) of which are current Student Media Board members. The Student Media Board Chair shall endeavor to nominate appellate board members from other UHM CSOs.
3. The appellate board chair and two (2) members of the appellate board shall constitute quorum. The chair shall be a non-voting member unless a tie vote is needed.

## **ARTICLE VII: RESPONSIBILITIES AND DUTIES OF THE DIRECTOR OF STUDENT MEDIA**

The Director of Student Media Programs shall provide professional advice to all Board programs, without exercising direct control over any content that enters the public forum for the free exchange of ideas. In the execution of Board-related duties, the Director for Student Media Programs shall be responsible to the Board and shall act in a manner consistent with the basic philosophy of the Board, as articulated in its Charter and Bylaws. In addition to the specific responsibilities and duties established in an official UHM position description, the Director of Student Media Programs shall:

- A. Administer policies and funds as directed by the Board.
- B. Facilitate communication and cooperation between the Board and its various programs.
- C. Prepare and present special reports as requested by the Board.
- D. Assist the Treasurer in preparing the annual operating budget for review and approval.
- E. Maintain a master file of all minutes and documents at the Board office.
- F. Facilitate the orientation of new Board members and the ongoing education of all Board members regarding the workings of the Board and its programs.
- G. Perform other duties as may be required by the Charter, the Bylaws, and the Policies and Procedures of the Board.

#### **ARTICLE VIII: APPOINTMENT OF PROGRAM STAFF**

##### Section 1. Program heads

- A. The Personnel Committee shall post notices of all vacancies, which shall be advertised for a month, or as circumstances warrant. The Personnel Committee is encouraged to use all forms of campus-wide student media for advertising.
- B. The Personnel Committee shall interview eligible applicants and make recommendations to the Board. The Board shall vote on recommended candidates by the general Board meeting in April, or as circumstances warrant. A simple majority vote of the Board is needed to appoint all program heads.

##### Section 2. Program Staff of All Programs

Program heads shall be responsible for the advertising, recruiting, screening, and hiring of program staff positions. Program heads shall interview eligible applicants for executive staff positions and forward their selections to the Board for appointment. Program heads are encouraged to use all forms of campus-wide student media for advertising.

#### **ARTICLE IX: QUALIFICATIONS AND TERMS OF OFFICE OF PROGRAM HEADS AND STUDENT STAFF**

##### Section 1. Program heads

- A. Qualifications for all program heads shall include, but not be limited to:
  1. Prior related experience: Program heads must have had training and/or experience that raised the candidate to the level of expertise required for the position, as determined by the Board.
  2. Student status: Program heads must be registered, fee-paying, classified UHM students. They may be full-time or part-time undergraduate students carrying a minimum of six (6) credits, or graduate students carrying a minimum of four (4) credits.
  3. Restrictions: No program head shall concurrently serve as a member of any other UHM CSO, or concurrently hold an executive staff position with any other Board program.
- B. Terms of office for program heads shall be for one (1) year, beginning May 16<sup>th</sup> and ending May 15<sup>th</sup> of the following year, or as set by the Board.
- C. A Board-approved position description shall define the duties and responsibilities of all program head positions.

Section 2. Executive Student Staff of All Programs

- A. Executive student staff positions shall include, but not be limited to:
  - 1. For *Ka Leo O Hawai'i*: Managing Editor and Desk Editors.
  - 2. For *Hawai'i Review*: Managing Editor.
  - 3. For KTUH: Directors.
  - 4. For UH Productions: Producers.
  - 5. For other programs: Subject to Board authorization.
- B. Qualifications for executive student staff members shall include, but not be limited to:
  - 1. Prior related training and/or experience.
  - 2. Student Status: Executive student staff must be registered, fee-paying, classified UHM students. They must be full-time or part-time undergraduates carrying a minimum of six (6) credits, or graduate students carrying a minimum course load of four (4) credits.
  - 3. Restrictions: No executive student staff member shall concurrently serve as an executive officer or member of any UHM CSO. In addition, no executive student staff shall concurrently hold an executive staff position with any other Board program.
- C. A Board-approved position description shall define the duties and responsibilities of all executive student staff positions.

Section 3. Student Staff of All Programs

Qualifications for student stipended staff members shall include, but not be limited to:

- A. Student status: Student staff members must be registered, fee-paying, classified UHM students. They may be full-time or part-time undergraduates carrying a minimum course load of six (6) credits or graduates carrying a minimum course load of four (4) credits.
- B. Restrictions: Student staff members shall not concurrently serve as executive officers or hired members of any other UHM CSO.
- C. A Board-approved position description shall define the duties and responsibilities of all program head positions.

Section 4. Non-Student Volunteers of All Programs

Qualifications for non-stipended, non-student volunteer members shall include, but not be limited to, relevant professional experience.

**ARTICLE X: BOARD-FUNDED EMPLOYEES**

Section 1. Creation and Funding of Positions

The Board may create and fund full-time or part-time UHM positions designed to provide long-term professional support. These positions must be established in accordance with UHM policies and procedures, and are subject to UHM approval.

Section 2. Selection and Dismissal of Board-Funded UHM Employees

The Board shall have the authority to recommend through the appropriate UHM administrative channels

the appointment or dismissal of Board-funded UHM employees.

Section 3. Selection and Dismissal of Board-Funded Student Employees

The Director for Student Media Programs or designee shall be responsible for the selection and dismissal of those student employees assigned to the operations of the Board, and shall operate in accordance with established UHM policies and procedures.

Section 4. Voting by Board-Funded UHM Employees

Board-funded UHM employees shall be allowed to participate in all Board meetings but shall have no authority to vote on any action.

**ARTICLE XI: COMPENSATION AND STIPENDS**

Section 1. Stipends for Voting Student Board Members

- A. As part of UHM's co-curricular program, students contribute to the quality of campus life by volunteering their services to UHM. In recognition of the efforts and energy invested in their volunteer service, student Board members may receive stipends as tokens of appreciation. Students appointed to the Board shall not be considered UHM employees, but volunteers. Stipends do not represent compensation for work performed or replacement of lost employment earning opportunities.
- B. The Board shall establish, adjust, or rescind stipends for student Board members.

Section 2. Stipends for Board Program Student Staff

- A. As part of UHM's co-curricular program, students contribute to the quality of campus life by volunteering their services to UHM. Students appointed to program staff positions shall not be considered employees of either the Board or UHM, but volunteers. In recognition of the energy invested into their volunteer efforts, program participants may receive stipends as tokens of appreciation. Stipend levels shall be set to reflect consideration of the co-curricular, pre-professional "reward" levels intrinsic to the respective positions, and of other relevant aspects such as degree of responsibility, supervisory responsibilities, and time spent discharging the duties of the position.
- B. The Board shall establish, adjust, or rescind stipends for its program participants.

Section 3. Compensation for Student Employees

The Board shall pay its student employees in accordance with established UHM scales for their respective classifications and levels of responsibility. The Board shall propose the level of classification for all these positions in accordance with the policies, procedures, and pay scales of Student Employment and Cooperative Education; scales are subject to approval by the appropriate UHM offices.

Section 4. Salaries for Faculty, Civil Service Appointees, and Administrative, Professional, and Technical Personnel

The Board shall set the salaries of its faculty, civil service appointees, and administrative, professional, and technical personnel in accordance with regular UHM policies, procedures, and pay scales.

Section 5. Compensation for Contractual Employees

The Board shall pay all persons under contractual jurisdiction according to the terms of the relevant contract(s).

## ARTICLE XII: MEDIA FREEDOM AND PROGRAM RESPONSIBILITIES

### Section 1.        *Ka Leo O Hawai'i*

- A. Freedom: Insofar as the program head and student staff members of the newspaper produce a newspaper consistent with the responsibilities listed below, *Ka Leo O Hawai'i* qualifies under the law as a First Amendment forum. That status means that UHM and the Board recognize and acknowledge the value to this campus of an independent newspaper that functions without prior restraint within legal parameters, traditional guidelines, and under the Charter, Bylaws, and Policies and Procedures of the Board as a public forum for news and comment.
- B. Responsibilities:
1. The newspaper shall not violate existing laws governing discrimination, libel, obscenity, or hazard to public or private safety or welfare.
  2. The newspaper shall stand independent of any public or private pressure to act, write, or edit in a manner in any respect inconsistent with its best knowledge of the truth.
  3. The newspaper shall function as a medium to inform, educate, and entertain the entire campus community by maintaining a timely, comprehensive, and diverse flow of information, ideas, and criticism.
  4. The newspaper shall pursue aggressively its prerogatives to investigate, report, and comment upon any activity it deems of legitimate interest and concern to the campus community.
  5. The newspaper shall give timely and reasonable consideration to any voice espousing any legitimate cause or interest, value, or concern to the campus community.

### Section 2.        *Hawai'i Review*

- A. Freedom: Insofar as the program head and student staff meet the responsibilities listed below, *Hawai'i Review* is guaranteed press freedom as stipulated under law and under the Charter, Bylaws, and Policies and Procedures of the Board.
- B. Responsibilities:
1. The journal shall not violate existing law governing discrimination, libel, obscenity, or hazard to public or private safety or welfare.
  2. The journal staff shall maintain its independence of choice and action in carrying out in a responsible manner its goals and responsibilities.
  3. The journal staff shall strive to publish material of the best quality in creative nonfiction, fiction, poetry, translations, reviews, and visual art.
  4. The journal staff shall emphasize the work of UHM students and in other respects give priority to Hawai'i residents in order to promote the journal's regional character.
  5. The journal staff shall give full legal and ethical respect to the work of all contributors and shall publish all material in a form approved by the author.
  6. Distribution of single copies of each issue to Board fee-paying students and acknowledged contributors shall be free of charge. The Board shall establish subscription and single-copy charges for all others.

Section 3.           KTUH Radio Station

A. Freedom: Insofar as the program head and student staff members of the Radio Station KTUH produce programs consistent with the responsibilities listed below, KTUH qualifies under the law as a First Amendment forum, licensed to the Board of Regents as a non-commercial educational FM station by the Federal Communication Commission (FCC). This status means that UHM and the Student Media Board recognize and acknowledge the value to this campus of an independent radio station that functions without prior restraint within legal parameters, traditional guidelines, and under the Charter, Bylaws, and Policies and Procedures of the Board as a public forum for news, comment, and entertainment.

B. Responsibilities:

1. The radio station shall not violate existing laws governing discrimination, slander/libel, obscenity, or hazard to public and private safety or welfare.
2. The radio station shall stand independent of any public or private pressure to act upon or broadcast in a manner in any respect inconsistent with its best knowledge of the truth.
3. The radio station shall function as a medium to inform, educate, and entertain its listeners by maintaining a timely, comprehensive, and diverse flow of information, ideas, and entertainment.
4. The radio station shall promote the work of UHM students and in other respects give priority to Hawai'i residents in order to promote the stations regional character.
5. The radio station shall give full legal and ethical respect to the work of all contributors and shall broadcast all material in a form approved by the author.

Section 4.           UH Productions

Freedom: Insofar as the program head and student staff members of the UH Productions produce programs to serve the UHM community. UH Productions qualifies under the law as a First Amendment forum. This status means that UHM and the Student Media Board recognize and acknowledge the value to this campus of an independent video production organization that functions without prior restraint within legal parameters, traditional guidelines, and under the Charter, Bylaws, and Policies and Procedures of the Board as a public forum for news, comment, and entertainment.

Section 5.           Other Board-Funded Media Programs

A. The Board may establish other media programs and shall determine the programs' purposes and functions at the time of establishment.

B. Responsibilities:

1. These programs shall not violate existing law governing discrimination, libel, obscenity, or hazard to public or private safety or welfare.
2. The staff members shall strive to create material that is determined to be appropriate to their program by the Board and of the best quality possible.

**ARTICLE XIII: VALIDITY CLAUSE**

If any portion of these Bylaws or their application to any person or circumstance is held to be invalid for any reason, then the organization Board hereby declares that the remainder of the Bylaws and each and every other provision thereof shall not be affected thereby.

**ARTICLE XIV: LIABILITY INSURANCE**

The Board shall have the authority to purchase and maintain insurance on behalf of any person who is or was a Board member, Board employee, or Board appointed student staff member against liability asserted against him or her and incurred by the person in any such capacity, or arising out of the person's status as such.

**ARTICLE XV: ENACTMENT**

These Bylaws shall take effect after approval by a simple majority of the Board and subsequent approval by the UHM Chancellor or a designee on behalf of the UHM Board of Regents. The Bylaws shall be binding and shall take precedence over all previous Board Bylaws.

**ARTICLE XVI: AMENDMENTS**

Section 1.

Amendment proposals must be submitted in writing to all Board members at least two (2) weeks prior to Board action.

Section 2.

Amendments to these Bylaws shall take effect after approval by a majority vote of the full Board membership and subsequent approval by the UHM Chancellor or a designee on behalf of the UHM Board of Regents.