



University of Connecticut Student Television Constitution

Updated Spring 2023

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Article I – Organization Name and Philosophy

- 1) The organization shall be officially known as University of Connecticut Student Television. “UCTV” shall be used as an abbreviation when appropriate.
- 2) UCTV’s Mission is to serve as a source of news, event coverage, information, and entertainment for its constituents. UCTV provides learning opportunities to students interested in content production and traditional broadcasting through the creation of original student-made content and prepares them for future endeavors in the media industry.
- 3) UCTV will strive to provide a broadcast medium for all University of Connecticut undergraduate students to produce and express a variety of views, opinions, and creative expressions. The station values the importance of creating and maintaining a platform that respects students’ rights to freely express themselves and explore their creativity.
- 4) UCTV will strive to educate its members in the creative and technical aspects of television production and broadcasting and also aims to allow them to explore, develop, and understand the role of media in society.
- 5) UCTV will strive to foster an understanding not only of media content, but also its premises, relationships to a broader society, limitations, and influences by educating students in the practice of television production and broadcasting and prepare them for future endeavors in the media industry.
- 6) UCTV will maintain its organization’s reputation and its relationship with the University of Connecticut community. As a media organization directly supported by student fees with the ability to reach a broad spectrum of viewers, UCTV acknowledges and accepts its responsibility to its audience and its constituents.
- 7) UCTV will strive to maintain an unbiased and nonpartisan position and for that reason shall not endorse any political candidates or ideologies whether it is at the university, local, state, or national level.
- 8) UCTV will strive to be an example to the media industry by providing equal opportunities for constituents, regardless of race, gender, sexuality, religion, ability, or any other identity by creating a diverse and inclusive community for all.
- 9) UCTV maintains its sovereignty in all operations including but not limited to programming, governance, decision-making, and all other internal and external affairs.

Article II – Officers

1) Chief Executive Officer

- 1.1) The Chief Executive Officer shall be the President of UCTV.
- 1.2) The Chief Executive Officer will directly oversee the activities of the Chief Human Resources Officer, Chief Financial Officer, Chief Operations Officer and Chief Marketing Officer, collectively the “Executive Team”.
- 1.3) The Chief Executive Officer shall be responsible for overseeing the day-to-day progress, operations, and governance of all UCTV officers, employees, non-student staff, and departments.
- 1.4) The Executive Board shall supervise the non-student professional staff members in conjunction with the Department of Student Activities.

2) Chief Human Resources Officer

- 2.1) The Chief Human Resources Officer shall be the Vice President of UCTV.
- 2.2) The Chief Human Resources Officer is responsible for facilitating diversity and inclusion training to the Board of Officers each semester.
- 2.3) The Chief Human Resources Officer shall be responsible for overseeing all day-to-day operations of the Uplift Program.
- 2.4) The Chief Human Resources Officer shall oversee any human relations related issues that may arise.

3) Chief Financial Officer

- 3.1) The Chief Financial Officer shall be the Treasurer of UCTV.
- 3.2) The Chief Financial Officer shall be responsible for developing and managing the spending of UCTV's annual budget.
- 3.3) The Chief Financial Officer shall be responsible for overseeing all finance records, expenditures, revenue, inventory, payroll, and annual reviews in accordance with the University Of Connecticut Department Of Student Activities' operating guidelines, policies, and procedures for trustee accounts.
- 3.4) It is the Chief Financial Officer's responsibility to familiarize themselves with these guidelines and ensure that UCTV is in compliance at all times.

4) Chief Operations Officer

- 4.1) The Chief Operations Officer shall be the Secretary of UCTV.
- 4.2) The Chief Operations Officer shall be responsible for the maintenance and management of all UCTV equipment and provide advanced technical assistance to members.

- 4.3) The Chief Operations Officer, in conjunction with the Chief Executive Officer and Chief Human Resources Officer, shall oversee and establish guidelines for officers and assistants to abide by when training members on UCTV's equipment, studio policies, and etiquette.
- 5) Chief Marketing Officer
 - 5.1) The Chief Marketing Officer shall be responsible for promoting UCTV and its related programming as a positive and recognizable brand.
 - 5.2) The Chief Marketing Officer shall be responsible for overseeing, managing and maintaining an efficient Marketing Team.
 - 5.3) The Chief Marketing Officer shall be involved in all creative decisions related to marketing UCTV.
- 6) Department Directors
 - 6.1) Department Directors shall be responsible for efficient production of UCTV content.
 - 6.2) Directors shall plan, set an agenda for, and chair all of their respective department's meetings.
 - 6.3) Directors are responsible for screening all programming within its department before broadcasting.
 - 6.4) Department Directors may establish procedures within their defined jurisdictions. These procedures shall be subject to the review of the Board of Officers.
 - 6.5) Each Director is responsible for ensuring all programming within its departmentits content is screened before broadcasting.
 - 6.6) Department Directors shall hold, at minimum, bi-weekly department meetings over the course of each semester.
 - 6.7) Department Directors shall be responsible for setting production goals for their departments and ensuring the production quantity, quality and timeliness are within their production goals.
- 7) Vice Presidents
 - 7.1) Vice Presidents will be appointed by members of the Executive Team and will report to the Officer that appointed them.
 - 7.2) Powers and Responsibilities of Vice Presidents are enumerated in the Bylaws.

Article III – Organization Structure

- 1) Executive Team
 - 1.1) The UCTV Executive Team shall consist of the Chief Executive Officer, Chief Human Resources Officer, Chief Financial Officer, Chief Operations Officer, and Chief Marketing Officer.
 - 1.2) The Executive Team shall oversee the activities of the Department Directors.
 - 1.3) The Executive Team shall be responsible for implementing, interpreting, and enforcing the Constitution and Bylaws of UCTV.
 - 1.4) The Executive Board shall meet on an as needed basis.
- 2) Departments
 - 2.1) There shall be six departments in UCTV and they will be: Advertising, Entertainment, Events, Film, News, and Sports.
 - 2.2) Each Department shall be managed by a Department Director.
- 3) Board of Officers:
 - 3.1) The Board of Officers shall be composed of the members of the Executive Team and the Directors of each Department. The Chief Executive Officer will chair these meetings.
 - 3.2) The Board of Officers shall have full authority to make any decisions for UCTV, unless otherwise specified within this UCTV Constitution or bylaws.
 - 3.3) No member shall hold more than one Board position at any time unless deemed appropriate by the Board of Officers through a majority vote.
 - 3.4) The Board of Officers shall have the power to identify and offer an individual a position on the Board of Officers by a two-thirds vote of the current present and voting officers during a Board of Officers meeting. A UCTV Officer shall not have a vote during their own election. This should happen at least annually.
 - 3.4.1) Further election procedures will be enumerated in the bylaws
 - 3.5) The Board of Officers shall have the right to identify and revoke an individual's membership or remove them from their position by a two-thirds vote of the current present and voting officers during a Board of Officers meeting. A UCTV Officer shall not have a vote during their own removal.
 - 3.5.1) Further removal Procedures will be enumerated in the bylaws.
 - 3.6) All members of the Board of Officers shall maintain good standing with the University and not be placed on any kind of probation and must also fulfill University and Student Activities' policies on officers of Tier III organizations.

- 3.7) The Board of Officers shall meet on a weekly basis during academic semesters and monthly when school is not in session regarding any business or matters of UCTV.
- 3.8) Members of the Board of Officers must fulfill University and Student Activities' policies on officers of Tier III organizations.
- 3.9) The Executive Board shall be responsible for creating, implementing, maintaining, and updating a budget for UCTV.
- 3.10) Quorum constitutes at least five members of the Board of Officers including at least three Executive Team officers
- 3.11) An emergency Board of Officers meeting may be called by the Chief Executive Officer.
- 3.12) No more than one consecutive Board of Officers meeting shall be canceled for any reason other than university closings.
- 3.13) Speaking rights are allotted to all members of the Board of Officers and all vice-presidents.
- 3.14) No member of the Board of Officers shall have external commitments, outside of class, that total more than 20 hours.
- 4) General Body Meetings
 - 4.1) Any meeting requiring a vote of all active membership is also to be considered a General Meeting.
 - 4.2) General Meetings shall be held at least once per semester and are open to all members.
 - 4.3) All present members must be afforded the opportunity for open discussion during the meeting.
- 5) Uplift
 - 5.1) Uplift strives to be an example media outlet by providing equal opportunities for constituents and forming an inclusive space for our Black, Indigenous, and People of Color (BIPOC) members.
 - 5.2) Uplift will Provide professional development opportunities to help better equip our members for leadership positions within our organization, as well as career opportunities beyond the University of Connecticut.
 - 5.3) Uplift will be overseen by the Chief Human Resources Officer, and supported by the Executive Team.
- 6) All meetings, including General Meetings, Executive Board Meetings, Board of Officer Meetings, Uplift Meetings and Department Meetings shall have written documentation of attendance, agenda, and discussion that is public and available for constituent review.

Article IV – Membership

- 1) Membership in UCTV shall include all Officers as described in Article II and department members.
- 2) Membership in UCTV departments is limited to fee-paying students at the University of Connecticut Storrs Campus.
- 3) All Members of UCTV are expected to abide by the code of conduct, further member responsibilities shall be outlined in the bylaws.
- 4) Department Membership shall be awarded to any individual who attends at least 2 consecutive meetings of a given department and has been properly trained and assessed in the eyes of the respective Department Director.

Article V – Code of Conduct

- 1) All members shall seek to avoid conflicts of interests and be held to high standards of impartiality when it comes to decisions involving payroll decisions of the financial involvement of UCTV.
- 2) All members are required to complete all of the responsibilities of their position as laid out by the Governing Documents or the respective document(s) that give the position its purpose. Neglect of duties shall be strictly prohibited.
- 3) Abuse or misuse of power, perpetrated by any member of UCTV in their position, for personal benefit or malicious intent, shall be strictly prohibited.
- 4) Bias based on all races, ethnicities, sexual orientations, gender identities, abilities, religions, spiritualities, nationalities, and socioeconomic statuses and all other identities shall be strictly prohibited.
- 5) All members are required to follow all applicable laws, University of Connecticut rules and regulations, and all applicable policies and procedures created by UCTV.

Article VI – Copyright

- 1) Content created at the direction of a department director acting on behalf of UCTV is and shall remain the property of UCTV.
- 2) UCTV shall have the right to access, broadcast, post, or display content created with UCTV equipment.
- 3) All intellectual property to any material that is created with the use of UCTV resources and/or UCTV equipment is the property of UCTV.
- 4) Additional policies and procedures regarding copyright shall be detailed in the bylaws.

Article VII – Decision Making Model

- 1) UCTV shall vote on any decision by a simple majority vote of the Board of Officers, unless otherwise specified within this UCTV Constitution or Bylaws.
- 2) The implementation of any procedure, policy, or problem resolution process that is not explicitly identified or defined in this UCTV Constitution is subject to a two-thirds vote of the Board of Officers.
- 3) All board members shall have equal voting power, excluding the Chief Executive Officer.
 - 3.1) The Chief Executive Officer shall be counted in a vote only when the vote would change the outcome of the motion.
 - 3.2) The Chief Executive Officer shall have the power to veto any decision made by the Board of Officers.
 - 3.3) The veto may be overturned by a 2/3 vote of the Board of Officers.
- 4) The implementation of any procedure or problem resolution process that is not explicitly identified or defined in Constitution or Bylaws is subject to the rules and procedures contained in the most recent edition of Robert's Rules of Order.

Article VIII – Advisors

- 1) The role of the Professional Student Activities Staff Advisor is to provide guidance in decision making in the areas of organization development, promotions, program planning and implementation, risk management, University policies and procedures, and other general operations issues.
- 2) The role of the Business Office Staff/Fiscal Advisor is to provide organizational support and advice related to financial matters.
- 3) The role of the UCTV-appointed Faculty Advisor is to provide guidance, advice, and critique in areas of production and in the academic and professional aspects of the media industry.
- 4) The role of the UCTV-appointed Non-Student Professional Staff is to provide guidance, advice, training and critique in areas of production and in professional aspects of the media industry.
- 5) No Advisor has any decision making power within UCTV.

Article IX – Amendments and Enabling Clause

- 1) Amendments to the Constitution must be ratified by a two-thirds majority vote of present members at a General Meeting.
- 2) Amendments to bylaws must be ratified by a two-thirds vote of the Board of Officers.
- 3) A current copy of the Constitution and Bylaws shall be available on the UCTV website at all times.
- 4) This Constitution shall go into effect on April 5th 2022, upon two-thirds majority approval of the Active Membership of UCTV in attendance. This Constitution shall replace and render any and all previous constitutions, procedures, practices and precedents for UCTV null and void.