**Food Fellows Constitution**

**Article l:**

**Name, Purpose, and Non-Discrimination Policy**

Section 1

From this point going forward, the student organization being formed, as of the first day of August in the year two thousand and thirteen, will hereby be known as Food Fellows.

Section 2

The Ohio State University Food Fellows trains and educates interdisciplinary students about issues related to food through research and service with community agencies.

This is accomplished through a three-fold model of:

1. Knowledge-Building
2. Skill-Building
3. Service-Learning

Members will maintain sustainable mutually-beneficial relationships by conducting meaningful dialogues, engaging students, and responding directly to community and agency-identified needs through service.

Section 3

This organization and its members shall not discriminate against any individual(s) for reasons of age, color, disability, gender identity or expression, national origin, race, religion, sex, sexual orientation, or veteran status.

Abuses including any actions, activities, or situations intentionally created to produce unnecessary and undue mental and physical discomfort, humiliation, harassment, ridicule, excessive fatigue, interference with scholarship or personal lives, or exposure to situations wherein one’s physical or mental well being may be endangered will not be tolerated. This includes but is not limited to hazing.

**Article II**

**Membership**

Voting membership will be limited to currently enrolled Ohio State students, both undergraduate and graduate students. Faculty, alumni, and professionals are permitted to partake in membership, but will serve as non-voting associate or honorary members.

**Article III**

**Organization Leadership**

Officer terms are for one full year of service (two sixteen-week semesters and one summer term). All officer positions will be determined through an application process, which will be reviewed by the current Executive Board in conjunction with the advisor.

**President**

The President’s responsibilities include:

1. Leading biweekly meetings
2. Organizing service opportunities
3. Reach out to community agencies and nonprofits to establish long-term partnerships
4. Plan campus-wide events

All tasks will be executed in conjunction with the vice president (secondary leader), the executive board, and the advisor.

The President will maintain his or her position for one full academic year. In order to apply for the president position, members must have spent at least one semester in Food Fellows.

**Vice President (Secondary Leader)**

The vice president will assist the President in previously mentioned tasks. This includes leading meetings when the President is unable to and delegating tasks to other members as needed.

The vice president will be selected through an application process. Members interested in applying will be required to participate for at least one semester in Food Fellows.

**Treasurer**

The Treasurer’s responsibilities will include:

1. Maintaining finances of the group, including providing correct documentation and required materials to the Ohio Union
2. Managing the budget and expenses
3. Seek other grant funding opportunities to provide students more community-based research projects

Members will be required to participate for one semester before applying for treasurer (through an application process). Individuals with experience with finances or managing budgets will be preferred.

**Secretary**

The secretary’s responsibilities will include:

1. Confirming each member’s progress regarding yearlong projects
2. Track students’ progress with service hours
3. Maintain email correspondence among members

Members will be required to participate for one semester before applying for secretary.

**Article IV**

**Executive Committee**

The Executive Committee will consist of the above officer positions: President, Vice president, Treasurer, and Secretary.

**Article V**

**Executive Committee Membership Selection**

**President**

The President will be appointed through an application process. The President will serve one term from Spring of the previous year to Spring of the subsequent year, when the transition process for new leadership will begin. As with any position in the Executive Board, the President has the option to continue his or her position during the re-election period.

**Vice President**

The Vice President will be appointed through an application process. The vice president will serve from spring of the previous year until Spring of the subsequent year, when the transition process for new leadership will begin. This individual will be appointed through an application process. As with any position in the Executive Board, the Vice President has the option to continue his or her position during the re-election period.

**Treasurer**

The treasurer will be appointed through an application process. Individuals with experience with finances or managing budgets will be preferred. The treasurer will serve one term from Spring of the previous year to Spring of the subsequent year, when the transition process for new leadership will begin. As with any position in the Executive Board, the Treasurer has the option to continue his or her position during the re-election period.

**Secretary**

The secretary will be appointed through an application process. The secretary will serve one term from Spring of the previous year to Spring of the subsequent year, when the transition process for new leadership will begin. As with any position in the Executive Board, the Secretary has the option to continue his or her position during the re-election period.

**Expectations** **of Executive Board**

Leaders in Food Fellows are expected to attend each biweekly meeting and also attend additional monthly executive board meetings. The executive committee members are permitted to miss one board meeting each semester.

In the event that a leader does not meet these expectations, the member will have to meet with the President and the advisor to discuss commitment to the organization.

In the event an officer is not fulfilling their duties, has blatantly wronged the organization through a heinous activity of theft, property damage, disregard for the rules set forth in this Constitution or by The Ohio State University, or some equivalent action, the officer can be removed from the position.

The other leaders must first call an executive board meeting to discuss the issues, in conjunction with the advisor. A unanimous decision by the other officers will remove the officer in question from the position immediately. If no resolution can be made, a majority vote will escalate the issue to general membership. General membership will review the case as an independent board and offer a verdict, in writing, to the officers. This verdict is final and immediate.

The remaining executive board members will assume the duties of the replaced leader before new appointments can be made. The advisor, in conjunction with the President or Vice president (unless these positions are being replaced, in which the treasurer or sectary will assume responsibility) will appoint new leadership at the end of the current semester through an application process. The new officer will serve out the remaining term and normal elections will be held as scheduled in April.

Food Fellows will maintain the non-discrimination policy when removing or appointing new leadership positions.

Members who have blatantly wronged the organization through a heinous activity of theft, property damage, disregard for the rules set forth in this Constitution or by The Ohio State University, or some equivalent action, can be prohibited from participating in future events and may be expelled from the organization. The officers will review each individual case and offer a verdict, in writing, to the member. This verdict is final and immediate.

**Article VI**

**Advisor**

The advisor for Food Fellows is Dr. Michelle Kaiser. The advisor will work closely with Food Fellows by attending biweekly meetings and assisting the President in leading the organization. The advisor is expected to attend biweekly meetings when possible and serve as a resource to the President. The advisor is not subject to the typical membership requirements. Therefore, the advisor is not required to attend a minimum number of meetings or activities.

**Article VII**

**Organization Meetings**

Food Fellows will hold 1 hour biweekly meetings. The first meeting of the moth will be focused on a specific topic related to food, featuring 2-3 guest speakers. The second meeting of the month will provide members with the opportunity to update the group on their projects and plan campus-wide events. Members are expected to attend every biweekly meeting. Members are permitted 3 excused absences from meetings during the academic year. The executive board is not permitted to miss any meeting.

**Article VIII**

**Amending Constitution**

Proposed amendments to the constitution will be written and introduced in general meetings. Votes will be taken by the general membership. Approval will require at least two-thirds of voting members present. It should be noted that the constitution will not easily or frequently be amended.

**Article IX**

**Organization Dissolution Procedure**

In the event there are not enough members to fill the officer positions, the remaining officers reserve the right to dissolve the organization. A unanimous decision is needed. If the organization is decided to be dissolved, the Executive Board will settle all debts the organization owns. Any remaining assets will be given to The Ohio State University in the form of a donation.