Constitution

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## Preamble

We, the members of Spoon University at The Ohio State University, in order to develop an active student organization, do hereby establish this constitution.

## Article I. Name

The name of this organization will be Spoon University.

## Article II. Mission Statement

The purpose of Spoon University is to provide college students with the chance to learn, share and talk about food via an online food publication and to build a community around food. Ultimately, the mission is to help college students eat intelligently. Spoon University has three main goals: (1) to empower students to create something meaningful and long-lasting on campus (2) to give students experience in food, journalism, online media and marketing (3) to create a strong community on campus focused on food.

## Article III. Organization Functions

### Section 1: Editorial Team

Members of this Spoon chapter will create all content that is published on our school’s subsite of spoonuniversity.com.

#### On-Site Sections:

There are four sections that the editorial team is in charge of producing content for: (1) Make: Recipes for the novice college cook, focused on simplicity, affordability and practicality. Also featuring the occasional advanced course for daredevils. (2) Read: A smorgasbord for all things food, including health articles, op-ed pieces, current events, international food culture and other things you didn’t know you needed to know. (3) Watch: Videos where the user can discover alternative uses for kitchen appliances, transform foods into things we've never imagined, learn how to use food beyond sustenance and get inspiration for recipes. (4) Eat Out: Restaurant updates, reviews, recommendations and roundups of students’ favorite eateries around campus.

### Section 2: Community Engagement

Members of this Spoon chapter are all responsible for community engagement — spreading the word out about Spoon on campus and bringing together the entire student body through a common love for food. Those active in community engagement will create experiences, dinners, potlucks, bake sales, etc. and host promotional activities to increase the awareness of this organization on campus.

## Article IV. Membership

Spoon University will offer membership twice a year, at the beginning of each semester. Membership will be based off of applications and interviews. All quality applicants will be accepted. Applications can be accepted on a rolling basis only. If a member steps down from their position mid-way through the semester and the position needs to be filled.

## Article V. Executive Positions

### Section 1: Editorial Director, Co-President

The Editorial Director is in charge of leading editorial brainstorming sessions, managing any member who is writing content, , finalizing and publishing all local content. The ED also coordinates anyone writing and editing and works with them to improve their editorial skills.

### Section 2: Social Media Manager, Co-President

The Social Media Manager, manages team members who are creating content for the chapter Twitter, Instagram and their personal social media accounts and helps plan and execute all online marketing campaigns.

### Section 3: Community Manager/Treasurer

The VP of operations organizes chapter details. They plan meeting times and event space, take attendance at meetings, record meeting notes, send meeting notes to chapter members, checks in with each member frequently, organizes bonding events, maintains listserv and other shared documents, keep track of funds, etc. The VP of Operations works closely with the editor-in-chief and marketing director.

### Section 4: Members

Members of a Spoon chapter are encouraged to participate in all aspects of Spoon.

**Editing**

Members are encouraged to edit for maintaining high quality pieces within their chapter and work closely with writers to help improve their content.

**Writing**

All members are encouraged to write an average of one article a week and all members are required to pitch story ideas at weekly meetings.

**Photography**

Members who are interested in photography will work with those writing articles to create high quality content. Anyone taking photos must use a DSLR or SLR camera and have experience with photo editing.

**Community Engagement**

Those working on community engagement will plan monthly campus experiences, execute on-campus fundraisers and reach out to other student groups and local business to collaborate and participate in cross-promotion.

## Article VI. Election Process

Executive member positions (Editorial Director, Social Media Manager, Community Manager) will be elected for the new term yearly by vote of the current executive team. Current members may nominate themselves for any executive position via email to the current co-presidents 2 weeks prior to the election. A ballot will be composed 24 hours prior to the election for each member to fill out. Each member will receive one ballot and their votes will remain secret. The winners must receive a plurality of the votes. The winners will be in charge of hiring the new staff the following year. The current executive member positions must transition the new leaders for at least 1-2 months prior to turning over the position, which means shadowing them and participating in all exec position activities.

## Article VII. Meetings and Events

### Section 1: Weekly Meetings

The chapter will hold weekly meetings (as one unified team) to discuss the following:

* Editorial pitches and feedback on content
* Analytics
* Upcoming events and brainstorm marketing ideas
* Announcements/feedback from team leaders
* Discussion amongst group about upcoming projects, ideas, etc.

### Section 2: Spoon Community Experiences

Monthly experiences will happen in the duration of each semester. Campus events and promotional campaigns will be planned to get the word out about Spoon. Fundraisers will also be executed on-campus to promote Spoon and raise money for future PR initiatives. Each chapter will also do a philanthropy event at least once per semester.

### Section 3: Quorum

Two-thirds (2/3) of the active members must be present to constitute quorum for election and official business that require a vote.

## Article VIII. Amendments

Amendments can be ratified by a 2/3 vote of the Executive Board members within the first two weeks of each academic year.

## Article IX. Ratification

The Constitution will be ratified each year by a majority vote of the Executive Board before the start of each academic year.

## Article X. Statement of Compliance

Spoon University has read and agrees to fully comply with the Spoon HQ policies. We understand that the organization’s registration is contingent on acceptance of these policies.