

Internal Regulations

May 2024

General Information and Founding Principles

1. Tra i Leoni is directly affiliated with Bocconi University. It is the **sole official newspaper of the students**, and one of the three members of the **Media Center**. It seeks to be a space where students can recount their experiences of the world around them, speak about current events both inside and outside the University.
2. One of the core values of Tra i Leoni is its **independence**. Articles are written by the students, in coordination with the Editorial Board. Tra i Leoni refuses articles that have the sole objective of advertising a product or service and makes critical thinking one of its pillars.
3. Tra i Leoni is also **ideologically independent**. It does not directly support any political party, company, or religious entity. As a student voice, Tra i Leoni seeks not to censor any opinion, provided it is not offensive and does not diminish the reputation of Bocconi University.
4. Tra i Leoni seeks to provide content that is unique to its position within Bocconi, and it avoids writing articles that can be found anywhere. It seeks to be a place to discover how fellow students view the world, to read recounts of their unique experiences and to find content about university life.
5. Tra i Leoni should be a place where everyone can learn and grow. Its members strive to welcome constructive criticism and to preserve or augment the prestige of the newspaper. It should be managed as a service for the student community, and this should be the focus of all decisions that are made. The management structure should reflect this and have both the transparency and efficiency to respond to needs as they arise.

The Editorial Board

1. The supervisor of Tra i Leoni is a professional journalist, member of Bocconi's press office. The supervisor's role is one of guidance, but they are not directly involved in day-to-day activities.
2. The Editorial Board sets the newspaper strategy and manages its day-to-day operations.
3. The Editorial Board is composed of one Editorial Director, two Deputy Directors, and a discretionary number of Chief Editors.
4. The Editorial Director is responsible for the newspaper and must oversee all activities to ensure they run smoothly. The Editorial Director nominates their successor.
5. Upon nomination, the Editorial Director may appoint one Deputy Director, in compliance with the existing Board. If needed, a second Deputy Director must be formally approved by the Board.
6. Deputy Directors collaborate with the Editorial Director and may have complete delegation for certain tasks. The Deputy Directors substitute the Editorial Director in case of absence.
7. New Board members are appointed by the Editorial Director, in compliance with the existing Editorial Board. Board members are termed Chief Editors.
8. Chief Editors are each responsible for a specific area of the newspaper, such as media, events, website, or columns. They report to the Directors during Board meetings.
9. The Director may remain in charge for two semesters. Other Board members do not have a fixed term.
10. When the Director leaves the position, they can choose to become a Senior Advisor. A Senior Advisor can participate in Board meetings like a regular member but does not have voting rights unless specifically granted.
11. Students are promoted to the Editorial Board based on their merits within the association.
12. Unjustified absence from three or more Board meetings may lead to expulsion from it.
13. Decisions reached by the Editorial Board are null and void unless at least half of the members are present while they are discussed.

The Editorial Staff

1. Students may choose to join Tra i Leoni for several core activities: writing, graphic design, website management, media, and events management.
2. Writers are expected to write about one article per month. They respond directly to the Editors.
3. Graphic designers and social media managers are part of the Media team. They respond to the Media team head, who is usually also a Board member. Graphic designers create content for social media posts and design issues. Social media managers ensure that posts for articles are created on schedule, and they also launch marketing campaigns when relevant.
4. Events managers are part of the events team and respond to the Events team head, who is usually also a Board member. Members of the events team organize internal events such as aperitivos as well as external events such as conferences with speakers.
5. Website managers are part of the website team and respond to the Website team head, who is usually also a Board member. Members of the team ensure that the website runs smoothly, create relevant pages for new authors or columns, and work closely with the Editorial Board to understand what the technological needs of Tra i Leoni are.
6. Associate Editors are non-executive members whose role is to review articles assigned to them by the Editorial Director. Associate Editors are nominated by the Board based on need.

Redazione (Office)

1. Tra i Leoni's office is located in the Residenza Bocconi building in Via Ferdinando Bocconi 12. It is colloquially termed "Redazione" and is where Board meetings are typically held. Board members are the only ones authorized to access the room. Other members can access it but only in the presence of a Board member.
2. The office contains promotional materials that can be distributed during Associations on Display and taken in moderation by Editorial Board members.

Recruitment & Expectations

1. Any student at Bocconi University can apply to become a member of the newspaper.
2. Application rounds happen twice each academic year: once in September and once in February.
3. Students who are accepted and confirm the offer are expected to actively participate in the newspaper life.
4. Members are expected to participate in general meetings when they occur. Absence should be justified.
5. Those who violate the norms of conduct of the university may be expelled from the association.
6. Students who do not participate in newspaper activities may be given a warning by board members. In extreme circumstances, those who do not partake in any activity may be asked to leave.

Articles and Editions

1. Articles are reviewed by editors and – if necessary – modified to comply with university regulations.
2. Articles are regularly published on the website.
3. Articles that violate guidelines will not be published. The guidelines are:
 - a. Articles should be written in correct Italian or English, in formal style, unless exceptions are made by the Editors for specific topics.
 - b. Articles should be between 3500 and 8000 characters unless exceptions are made by the Editors.
 - c. Articles should not include offensive or vulgar language.
 - d. Articles that express controversial opinions should be supported by strong evidence.
4. The association publishes an issue twice a semester.
5. The issue has an overarching theme that is discussed and agreed upon by the Editorial Board and that journalists are expected to follow.
6. Final approval of the issue depends on the supervisor and Bocconi University staff.
7. In exceptional circumstances, Editors may deem an article unfit for publication. They must initially discuss the matter with journalists, and if the matter is not resolved, the issue should be brought up to the Editorial Board.

The Internal Regulations

Internal regulations should be reviewed at the start of each academic year. The document can be modified during the year, if needed, with a two-thirds majority. Final approval must pass through Bocconi University.
