

Alumni Trustee Information Package 2017 - 2018

Dear Graduating Student

As a graduating student from Bergen Community College, there is an opportunity for you to contribute your student experience by running for an important elected leadership position – Alumni Trustee.

The Alumni Trustee position allows a graduating student to sit on the Bergen Community College Board of Trustees, to articulate and voice the needs of the students and to vote on issues.

The Board of Trustees is the governing board for Bergen Community College and is responsible for decision-making and approving policy decisions affecting the College. The board meets once a month.

The Alumni Trustee is elected yearly: beginning July 1, 2017 until June 30, 2018. Election for the Bergen Community College Alumni Trustee begins the week of April 24, 2017 and ends on April 28, 2017.

In order to participate in the elections you must:

- Be a Bergen alumnus/alumna starting June 1, 2017. Students who graduate in the August 16, December 16 and May 17 term are eligible to run or be nominated for this position.
- Have a valid email address on file.
- Be available the first week (usually a Tuesday - subject to change) of each month for meetings.
- Be able to articulate student needs and collaborate with the Office of Student Life.
- Attend assigned to Board Committees and other Board events.



If you are interested in running for this elected position, you will need to:

- Complete and return the enclosed application.
- Meet eligibility requirements as stated in the Board resolution.
- Upon approval of your application, submit a picture, and be introduced to the President of the College and Vice President for Student Affairs.

Please be sure to complete the entire packet and include your contact information.

Once the application is completed, please submit it to the Office of the Vice President for Student Affairs, A-330 Pitkin Education Building.

• **The packet is due April 7, 2017 by 4:30pm**

- Additional information for all trustees may **be found at:**
<http://www.bergen.edu/boardoftrustees>
- Once your application has been successfully submitted, you will be notified that you have met the criteria and are approved to run for this elected position.
- You will then meet with the President, Vice President of Students Affairs, Vice President of Academic Affairs, and student leaders including SGA.
- You may then begin the process of running your campaign.
- Upon conclusion of the election on April 28, 2017, the ballots are tabulated and the candidates receiving the highest number of votes will be declared elected.
- You may call the Office of Student Life at 201-447-7215 if you have questions.



Application Student Alumni Representative to the Board of Trustees

Visit www.bergen.edu/alumnitrustee for the Online Application Process.

Essay:

Write an essay (at least a page in 12-point font - 20 lines) and include the following:

- Your vision for this position.
- Your involvement at BCC.
- Strategic vision for student development
- Apply global understanding of community college business protocol and operations
- Ability to be forward thinking in your service to students (i.e. meeting current needs of students)
- Ability to attend BOT and Committee meetings and to be actively engaged at these meetings. (Arriving late at BOT meetings and/or not being able to attend E/SA committee meetings are not beneficial to students).
- Ability to meet with College's president on an ongoing basis.
- Ability to meet with SGA E-Board members as needed.
- Ability to attend 1 Student Senate meeting per semester.

This essay will also be used to determine your eligibility.



Bergen Community College Board of Trustees Resolution That Mandates the Alumni Trustee Position

Section A:

AJ: Appointment of an Alumni Trustee

I. Introduction

- A. The Bergen Community College Board of Trustees authorizes appointment of an Alumni Trustee, pursuant to the authority granted to it under J.J.S.A. 18A:64A-8.
- B. The Alumni Trustee serves a one year term of office.

II. Eligibility for Election as Alumni Trustee:

- A. Must be a member of the August, December or May graduating class immediately preceding the term of appointment, July 1 - June 30.
- B. Cannot be an employee of the College
- C. Must be nominated by another graduate from the same year or may place his or her own name in nomination. All nominations must be submitted in writing.
- D. Must be elected by a plurality of votes cast by currently enrolled students of Bergen Community College.

III. Responsibilities of the Alumni Trustee:

- A. Service as a voting member of the Board of Trustees.
- B. Participates in all public meetings of the Board of Trustees.
- C. Participates in meetings of the Board of Trustees held in executive sessions.
- D. Submits motions/resolutions for consideration by the Board of Trustees through regularly established procedures.
- E. Provides a student centered perspective to the issues deliberated by the Board of Trustees.

Section A: AJ

Adopted: 9/12/80

Resolution: 18

Updated 11/7/2014

Amended:

Replacement Policy: 12/4/96



Board of Trustees Resolution Granting Voting Rights

ACTION I 1

Approval Date: May/June __, 201__

Resolution

Granting of Voting Rights to the Alumni Trustee

Submitted By

E. Carter Corriston, Chairman, Board of Trustees

Action Requested

That the Board of Trustees approved the following resolution:

WHEREAS, the Student Government Association has petitioned the Board of Trustees to grant voting rights to the Alumni Trustee; and

WHEREAS, the Board of Trustees has given careful consideration to the reasons set forth by the students and the representatives of the Student Government Association; and

WHEREAS, at this time it would appear that there is clear justification for the granting of same.

NOW THEREFORE, BE IT RESOLVED, that the Board of Trustees hereby grants voting rights to the Alumni Trustee to be elected from the Graduating Class of 201__ pursuant to N.J.S.A. 18A:64A-55. It shall be effective beginning with the first meeting of the Board of Trustees in July 201__ ; and

NOW THEREFORE, BE IT FURTHER RESOLVED that the present Alumni Trustee, _____, is granted full voting rights effective this day through June 30, 201__ .

Justification

