

Bergen Community College Board of Trustees Section (BoT)

Policy # BoT: 002-001: 2018

Effective Date: May 8, 2018

Responsible Official:

Board of Trustees

Alumni Trustee Policy

Reason for Policy

To establish eligibility, responsibilities, and procedures for election of the Alumni Trustee.

Entities Affected by this Policy

Board of Trustees and Students

Policy Statement

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 January, May, or August graduating class immediately preceding the term of appointment, July 1-June 30.
- B. Must not 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.
- D. Must have a written nomination submitted.
- E. Must be elected by a plurality of votes cast by currently enrolled students of Bergen Community College.

III. Responsibilities of the Alumni Trustee

- A. Serves 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 issues deliberated by the Board of Trustees.

Procedures

I. Notification

- A. The College will distribute annually by e-mail and post to the college's website appropriate information to eligible alumni and graduates regarding the application timeline and election procedures.

II. Application and Elections

- A. Application and nominations shall close no later than the second Friday in April.
- B. All eligible candidates shall have their names placed on the ballot in an order determined by random drawing.
- C. The ballot will be prepared by the Vice President of Student Affairs or designee.
- D. All currently enrolled [credit-bearing] students are eligible to vote.
- E. An election shall take place in late April. The exact date shall be determined by the administration and provide at least five (5) days notice to the student body electorate. The result of such election will determine who will represent the alumni and student body on the Board of Trustees.

III. Results

- A. The results of the balloting will be tallied by Dean of Student Life and Conduct or designee and submitted to the Vice President of Student Affairs for verification and submission to the President.
- B. In order to be elected, an individual must receive a plurality of votes cast. In the event the individual who receives the plurality of votes chooses not to assume office, or assumes office and then resigns, the Board of Trustees shall have the right to appoint a replacement Alumni Trustee. Such replacement shall be the person holding the next highest number of votes. This procedure will continue until the position is filled.

Related Documents/Policies

Policy History (adopted/amended)

Section A: AJ

Adopted 9/12/80

Resolution: 18

Replaced: 12/4/96

Updated: 5/8/18

Ghf & Rlc 5.8.18