

**BROOKDALE COMMUNITY COLLEGE**

**COLLEGE REGULATION**

**2.0015R**

**I. Title of Regulation**

Institutional Memberships

**II. Objective of Regulation**

To define the memberships which will be charged to the budget of the College.

**III. Authority**

Board of Trustees Policy No. 2.0015

**IV. Regulation Statement**

In order that Brookdale Community College may best serve Monmouth County and further its professional standing and the professional growth of its staff, it is necessary that the College and certain of its personnel participate in various local, state and national organizations.

Memberships at Brookdale may be divided into two categories:

A. General Memberships:

A general membership provides membership in an organization for the College as a whole. The cost of membership will be charged to the general institutional budget.

B. Position-Related Memberships:

A position-related membership is a membership of the College or Staff in a position-related organization. The cost of such membership will be charged to the general institutional budget.

It is necessary that certain controls be applied in determining memberships. The following will apply:

A. The membership must have value to the College.

B. Whenever feasible, the membership will be a College membership rather than an individual membership.

C. All institutional memberships must be approved by the President. Each College Officer will submit requests for position-related memberships within his division to the President for approval.

- D. Although memberships in service clubs and charitable organizations are encouraged by the College, such memberships will not be considered institutional memberships and will not be funded as such.

**V. Responsibility for Implementation**

Officers of the College

Approved: President  
9/10/74  
Effective: 9/10/74  
Revised: 9/1/75