

Article I Hospitality Club

Article II To provide networking opportunities in the form of excursions and guest speakers within the realm of hospitality. To have forums and student-led workshops in skills pertinent to hospitality in food and beverage service, hotel service, and other relevant outlets.

Article III Membership:

Full membership in this organization shall only be available to students of Brookdale Community College regardless of race, color, gender, sexual orientation, or political, ethnic or religious affiliation. This organization shall not limit any member in the enjoyment of any right or privilege, advantage or opportunity. Brookdale Community College cannot aid any agency or organization which discriminates on the basis of any of the above. Non-students may be guests of organizations, but have none of the rights and responsibilities of membership. An organization must keep accurate official rosters that are submitted, when requested, to the Office of Student Life. The provision for initiation fees and/or dues is helpful to the organization in identifying those members who are active members.

Article IV Executive Board:

Section 1 - This club will have the executive positions President, Vice President, Secretary, Parliamentarian, and Treasurer. Students who serve in these leadership positions must be currently enrolled for a minimum of six college credits (active, not audit status) and must have an acceptable ratio of credits attempted to credits earned (as defined by the college catalog).

Section 2 - Elections must be held once a year. The general active membership elects the members of the Executive Board. Nominations should be made at the meeting prior to the election, with notification of those nominations being sent to all members prior to the election meeting. Nomination may be re-opened by majority vote. Elected executive board will be chosen in the meeting following nominations by majority vote.

Section 3 - The President presides over meetings, acts as the spokesperson for the organization, calls meetings, and acts as the overall official for the organization. The Vice President usually heads special committees and acts in place of the President in their absence. The Secretary keeps the records of the meetings and formal business, as well as writes letters for the organization. The Treasurer keeps the financial records of the organization, keeps the officers' roster up to date, and prepares the budget. The

Parliamentarian will have an extensive knowledge of how meetings are run and will ensure that all meetings are ran on topic and following an appropriate format. Furthermore they will assist in the completion of forms for events. Only members of the club (who meet the eligibility requirements as set forth in Article IV, Section 1, are permitted to be an officer of the organization.

Section 4 - In the case of vacancy in President the vice president will be moved into the position and a new election will be held to establish a new vice president. In the case of a vacancy in Vice President an election will be held to elect a new Vice President. In the case of a vacancy in the office of secretary or treasurer, these offices will be combined upon the acceptance of the person whom the responsibility will fall, otherwise a new officer will be elected to fill the vacancy. The organization should ensure that there are at least two officers at any given time.

Article V The first meeting of each semester will take place on the first Tuesday of instruction at 10am and the rest of the meetings will take place on a weekly basis to be determined at the first meeting. This is to allow for the largest group of members and will be based on majority to avoid major schedule conflicts.

Article VI The majority of the active membership must be present to conduct formal business such as nominations and votes for officers.

Article VII Questions of parliamentary procedure shall be forms laid down in Robert's Rules of Order, latest edition.

Article VIII All monies of the organization shall be kept in a special account assigned by the ASBCC and the Office of Student Life & Activities. Use of allocated funds and earned income are governed by the ASBCC Finance Committee Guidelines. Authorized signatures for check disbursements will be kept on file with the ASBCC Treasurer and updated as needed.

Article IX The advisor should be a regular employee of the College. The duties of the faculty/staff advisor will be as defined in the Role of the Brookdale Club & Organization Advisor. The advisor may participate in all activities of the organization. Advisor's roles begin July 1, and conclude June 30, of the following year.

1. STATEMENT OF PURPOSE OF CLUB/ORGANIZATION

To provide networking opportunities in the form of excursions and guest speakers within the realm of hospitality. To have forums and student-led workshops in skills pertinent to hospitality in food and beverage service, hotel service, and other relevant outlets.

2. OFFICIAL DESCRIPTION OF CLUB/ORGANIZATION

An assembly of students with an interest in hospitality with the goal of improving job based skills as well as providing experiences in service-based learning. The club will serve to give students a chance to engage with industry professionals and learn from each other in a fun and safe environment.