

**BROOKDALE COMMUNITY COLLEGE  
COLLEGE POLICY**

**2.3000 Services to Public and Nonprofit Organizations**

**I. Title of Policy**

Services to Public and Non-Profit Organizations

**II. Objective of Policy**

To establish a Board Policy for Services to Public and Non-Profit Organizations.

**III. Authority**

New Jersey Statute 18A:64A-12; and New Jersey Administrative Code 9:4-1.3 – Organization and Administration

**IV. Policy Statement**

Brookdale Community College will attempt, within its organizational and financial capabilities, and consistent with its mission, to provide services requested by public and non-profit agencies. It is not the intention of the Board of Trustees that the College compete with commercial services.

The President is authorized to develop appropriate regulations and processes to make services, educational and otherwise, available to public agencies within the following guidelines.

- A. The agency shall be a publicly supported organization or a non-profit agency organized for service or educational purposes.
- B. Organizations located within the County of Monmouth shall receive priority.
- C. The performance of services shall be at no cost to the College. Charges for such services shall include all direct and indirect costs to the College.
- D. The performance of such services shall not interfere with the pursuit of the College's educational mission and operations.
- E. The President is authorized to waive or modify fees in such cases where it is determined that such relief serves the best interests of the institution and the Monmouth County community.

F. Notwithstanding other provisions of this policy, the College reserves the right to offer and provide services to businesses on a contractual basis.

## **V. Responsibility for Implementation**

President

Approved: 5/22/1975

Revised: 5/25/1995

Effective: 6/29/1995

Revision Lodged: Board of Trustees, 11/14/2017

Approved: Board of Trustees, 12/19/2017