

MECA (Muslim Educational Cultural Awareness)

A Muslim student organization at Brookdale Community College.

Monday September 13, 2010

Statement of Purpose of Organization

Muslim Educational Cultural Awareness or MECA aims to promote an educational and informative outlook on the religion of Islam, giving the students of the community a place to discuss issues concerning the religion, while dissipating misconceptions about Islam, in effect enlightening students of the real aspects of the religion. MECA provides camaraderie of brotherhood and sisterhood for Muslim, as well as non-Muslim students to congregate, in order to enhance the well-being of the Muslim community, in its additional aims to promote interfaith dialogue among other clubs and organizations of the college to assist in ensuring a diverse and healthy religious community at Brookdale Community College.

Official description of organization for students hand book and PR.

MECA (Muslim Educational Cultural Awareness) is a Muslim Student Organization at Brookdale Community College that aims to dissipate misconceptions of the religion of Islam as well as opening a door for interfaith dialogue among the community. While MECA provides a fellowship for Muslim students to congregate, we invite all students to join in exploring the truth of the religion as well as its cultural counterparts that fluctuate worldwide.

Constitution for MECA (Muslim Educational Cultural Awareness)

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- Article I The name of this organization is Muslim Educational Cultural Awareness henceforth called MECA.
- Article II MECA is a non-profit, non-political organization aimed to, but not limited to promote an educational and informative outlook on the religion of Islam while dissipating misconceptions concerning the religion itself and its cultural counterparts that differ on a worldwide scale; additionally, raising awareness of the real aspects of the religion among students and the community as well as promoting interfaith dialogue among neighboring groups on campus. This organization provides camaraderie of brotherhood and sisterhood for which to enlighten Muslims and non-Muslims of the religion; and in which students can discuss freely topics of the religion regarding their lives. In its additional aims to promote an atmosphere comfortable for Muslim students to congregate, among students and community members of all faiths, this organization will stay steadfast to the principles and teachings of the Quran and the Prophet Muhammad (PBUH) and spread the knowledge pertaining to both in a forthright and amiable manner. All proceeds will be utilized to stimulate the growth of the group as well as fundraising for charitable causes. MECA is committed to effecting social betterment and initiating humanitarian activities, drives, and events throughout the greater Brookdale Community College community. The inclusion of MECA and its members in these community service initiatives is in effect, an implementation of the Islamic principles of kindness, tolerance, and humanity.
- Article III Full membership in this organization shall only be available to students of Brookdale Community College, regardless of race, color, gender, sexual orientation, political, ethnic or religious affiliation. This organization shall not limit any member in the employment of any right or privilege, advantage or opportunity. Non-students may be guests of the organization, but have none of the rights and responsibilities of membership.
- Article IV Executive Committee
- Section 1- Executive Committee Members
- The Executive Committee shall include a chairperson, vice chairperson, secretary, and treasurer. Specialty officers include one event -coordinator and one public relations officer. Students who serve in these leadership positions must be currently enrolled for a minimum of six college credits (9 active non audit status) and must have an acceptable ratio of credits attempted to credits earned (as defined by the college catalog).
- Section 2- Elections will be held once a year at the end of the spring semester to determine the up-coming executive members. Nominations will be made at the meeting prior to the election. Nomination may be re-opened by majority vote. Specialty members will be appointed by executive members according to who is most eligible to fulfill the requirements of

the responsibilities of each position. Impeachment of executive officers may be requested by the vote of the majority if the officer does not fulfill

his or her duties and an executive member may resign in the event that that representative feels he or she can no longer fulfill his or her duties; in both cases, a re-nomination/election will be held. Officer positions may be open to any member regardless of race, color, gender, sexual orientation, political, ethnic or religious affiliation.

Section 3-

The chairperson's duties are to preside over meetings, act as the spokesman for the organization, call meetings, and act as the overall official for the organization. It is ultimately the chairperson's, as well as all members of the group's, responsibility to uphold a noble name for the group while staying true to the value of the group and its goals and objectives as stated in Article II.

It is the vice chairperson's duty to be the head of special committees, assist the chairperson, and act as the chairperson in his or her absence.

The secretary must keep record of the meetings and formal business and write letters for the organization. This includes recording minutes and executive attendance at club meetings.

The treasurer must keep financial records of the organization, the officers' roster up to date, and prepare the budget.

It is the events' coordinator's responsibility to tend to all duties regarding the preparation of a group event and/or club meeting; these duties including but not limited to setting of the time and date of an event, reserving any space necessary to conduct the event, keep all campus students informed of upcoming events, etc.

The public relations executive's job includes generating opportunities to increase public awareness and disseminating good publicity to create a public outreach in which the group can take part in and benefit from public manners.

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 an organization.

Section 4-

In case of vacancies of executive members, the club should ensure there are at least two officers at any given time, those officers being the chairperson and vice-chairperson, assuming the responsibilities of all other vacant officers.

Article V

This organization will meet once a week; given the circumstances regarding availability of membership attendance are suitable. If circumstances conclude meetings cannot occur every week, there must be at least two meetings per month, in which every member must at least attend. Special meetings will be held prior to special events, in which all members, if not a majority (two-thirds) of members must attend in order to

ensure the success of the event. However, the event will still proceed even if the attendance does not appeal to the preferred amount.

- Article VI In order to transact formal business regarding the election of new officers and expending the funds of the organization, the quorum must include at least two-thirds of the members available as well as every executive member in order to proceed with such formal matters.
- Article VII See *Robert's Rules of Order*, 10th edition, p. 15, l. 17-25; p. 561-62, 569 for Parliamentary Procedure.
- Article VIII All monies of the organization shall be kept in a special account assigned by the Associated Students of Brookdale Community College 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 shall be a regular employee of the College. The duties of the faculty/staff advisor will be defined in the Role of the Brookdale Club & Organization Advisor. The faculty advisor may participate in all activities of the organization. The Office of Student Life and Activities will appoint an advisor each April. Appointments begin July 1, and conclude June 30, of the following year.
- Article X This organization shall abide by all applicable rules and regulations of the college and under the privileges as granted by the Associated Student Brookdale Community College. The rules and regulations are found in such documents as the Brookdale Community College Catalog. The student handbook, as well as the general regulations of the college as provided by the Board of Trustees, by the State of New Jersey, and the Federal Government.
- Article XI This constitution may be amended by two-thirds vote of the membership, provided the amendment was submitted in writing at a previous regular meeting, and notice of the proposed amendment was given to all members at least one week before the meeting on the constitutional amendment. Before becoming effective all amendments must be approved by the Student Life Board and Director of Student Life Activities following procedure and recognition.