

MEMORANDUM

To: 2025-2026 Graduates and Potential Graduates
From: Dr. David Stout, President
Date: April 1, 2026
Subject: Election of Graduate to the Board of Trustees

Each year, the student body of Brookdale Community College elects a Graduate Trustee to serve as a voting member of the College Board of Trustees.

Serving as Graduate Trustee is a rare and meaningful opportunity to represent the collective voice of Brookdale students at the highest level of College governance. The individual elected by their classmates serves a one-year term beginning July 1 and participates as a full voting member of the Board of Trustees. In this role, you will bring the student perspective directly into discussions that shape the College's future.

As a member of the Board of Trustees, you will:

- Participate in the appointment and support of the College President
- Help oversee the fiscal health and long-term sustainability of the College
- Contribute to the development and approval of College policies and educational programs
- Represent Brookdale at professional development sessions and, when possible, at national conferences and advocacy events, including opportunities in Washington, D.C.

The responsibilities of the Graduate Trustee include:

- Reviewing Board materials in advance of meetings
- Participating in monthly Board of Trustees meetings and one or more committee meetings (typically Monday or Tuesday evenings)
- Participating in a Board orientation and professional development sessions

In accordance with Board Policy, this memorandum is being sent to all students who have applied for graduation, as well as to those who have graduated during this academic year, 2025-2026, to determine those graduates who would be interested in serving as Graduate Trustee. If you would like to present your name for consideration at the annual spring election, please complete the [application](#) and forward your completed form, statement and optional photo to Cynthia Gruskos, Senior Assistant to the President and the Board of Trustees, cgruskos@brookdalecc.edu to arrive no later than 5 PM on April 20, 2026

The election will be held on-line through the Canvas learning management system. Voting will take place from Tuesday, April 28, 2026 through Thursday, April 30, 2026, with the election certified on Friday, May 1, 2026.

If you have any questions, please call Cynthia Gruskos in the President's Office at 732-224-2204, or Lauren Brutsman at 732 224-2392.

I look forward to your enthusiastic participation in this important process.