

HAGERSTOWN COMMUNITY COLLEGE BUSINESS CLUB

SYLLABUS 2014-2015

Club Advisor: James G. Pierne, jgpierne@hagerstlnwcc.edu

Club Description: The Hagerstown Community College Business Club will seek to bring business and education together in a positive working relationship through innovative leadership and career development programs presented at the monthly meetings. The HCC Business Club helps students to develop skill sets in leadership, community service, and understanding the requirements for operating a business in today's competitive environment.

Club Objectives:

- Fundraising – Students will be involved in fundraising activities to support club activities including the annual field trip taken by club members and raising the funds necessary to underwrite the annual HCC Business Scholarship Program which awards one or two \$250.00 scholarships to qualifying club members for the spring semester each calendar year. In addition, the members of the HCC Business Club participate in fundraising activities to support community service organizations such as the United Way.
- Business and Education Partnerships – Students will be engaged through the HCC Business Club monthly meetings to enhance their leadership skills, gain experience in working together on projects, and to interact with both business and educational leaders from the local community.
- Leadership – The HCC Business Club will offer the opportunity to interact with local companies and their executives in an attempt to provide students with the ability to improve their leadership skills, and to understand how local companies are dealing with important issues of today including the changing economy, diversity, and globalization. Finally, the HCC Business Club will work to provide students with the ability to build a “contact” list of local business professional that may be helpful in securing internships in the local business community.

Student Learning Outcomes: Students will learn from each other the best practices to be successful at a community college. Students will learn to build on their leadership, communication, and community services skills by participation in the club activities, involvement with the SGA sponsored activities, and from the interaction with the educational and business leaders they get to meet and learn from.

Officers and Elections:

- The elected club officers shall be President, Vice-President, Secretary, Treasurer, Reporter/Historian and SGA Representative. Both full-time and part-time students are eligible to run for office. Elected officers shall perform their duties as prescribed in the by-laws of the constitution.
- Nominations for officers will be made by the members of the HCC Business Club. The nominated student may choose to accept or decline the nomination. A student may also self-nominate themselves during the election process.
- Elections will be held at the beginning of each fall semester in order to allow incoming freshmen opportunities to vote and run for a leadership position. Elections shall be held within the first three weeks in September.
- Candidates who wish to run for an officer position must commit to being an active member of the club for the full school year.
- Each elected candidate will assume their position on the day of the election.
- If at any point during the year there are vacant offices, current officers shall appoint a member of the HCC Business Club to fulfill that position. A majority vote of club members is needed to approve the appointment.

Meeting Information:

- The HCC Business Club will meet at least once a month with special activities and speakers scheduled for each meeting. Meetings will be held on the third Tuesday of each month during the months of September, October, November, February, March, and April in the Student Center Conference Room from 2:30 p.m. to 4:00 p.m. Officer meetings are held one week prior to the club meeting dates to prepare the agendas and content for the monthly club meeting.
- Monthly club meetings will focus on a review of club activities and typically present a speaker(s) on topic(s) that were selected by the members of the club.
- A majority vote of members (in good standing) who are present at a monthly HCC Business Club meeting will be sufficient for adopting any proposed action or regulation.
- The President of the HCC Business Club may call a meeting of the members or officers at his/her discretion when such a meeting becomes necessary.
- If needed, committee meetings can be held at a different time than the monthly HCC Business Club meeting unless the President decides to schedule discussion time for committee topics at the monthly HCC Business Club meeting agenda.
- The SGA Representative is required to attend the monthly SGA meetings, which are held on the third Thursday of each month at 3 p.m. in the College Center.
- The proposed schedule of meetings for the 2014-2015 year are as follows:
 - Officer meetings will be held on Tuesdays from 2:30 p.m. to 3:30 p.m. on September 9, October 14, November 11, February 10, March 10, and April 14.

- HCC Business Club meetings will be held on Tuesdays from 2:30 p.m. to 4:00 p.m. on September 16, October 21, November 18, February 17, March 17, and April 21.
- The HCC Business Club annual trip will be held on Friday, April 24, 2015 with the potential for 27 students and 3 faculty to attend an all day trip to Annapolis to meet with state lobbyists, take two tours of Annapolis, and meet with state budget and finance committee members.

Services for Students with Special Needs: Students who have special needs are encouraged to identify themselves to the Coordinator of Disability Support Services at 240-500-2273 or 240-500-2628 as early in the semester as possible. Reasonable accommodations—based on current documentation—are provided to qualified students.

Code of Student Conduct: The college has established rules relating to academic integrity and behavior that students must follow. Students are expected to produce work that is the product of their own learning and academic effort. Policies and regulations for the Code of Student Conduct are published in the HCC Guide: A Handbook for Students.