amapo ollege of ew ersey

ath lub fficer esponsibilities

President-

rder pick up and pay for the food provided at the meetings will be reimbursed through S by filling out a heck equest

repare the budget for the upcoming academic year

Secretary-

ave an up to date list of e mail addresses of faculty and members of the club

Send out all the e mails for club meetings community service or other activities for the club

ill out all paper work ie mid year and end of year report

ake arrangements for any guest speakers at club meetings

and in club paperwork by the given deadline

ave flyers posted for guest speaker meetings

repared by a former ath lub resident en ellottie in Spring