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Article I: Name of Organization
The name of the organization is Northern Kentucky University Parents Association, also known as NKU Parents Association or Parents Association.

Article II: Mission
It is the mission of NKU's Parents Association to:
- Empower parents/parental figures to play a supportive role in the student's education and development.
- Provide a link between NKU students, parents and the university community.
- Encourage active participation in partnering with the university's mission and values.

Article III: Goals
The Parents Association and Parent Advisory Board will have specific goals included in the minutes from their meetings.

Article IV: Membership and Dues
Section 1: Eligibility
Parents of current NKU students are eligible to join the Parents Association. For the purpose of membership, the term “parent” is defined as a birth parent, legal guardian, and any individual who supports the success of an NKU student.

Section 2: Join and Withdraw
All eligible parents must self-elect to become a member of the Parents Association. Parents are not automatically enrolled in the Parents Association once their student is admitted to the university. Parents can join online at http://parents.nku.edu through an online application, e-mailing information to parents@nku.edu, calling the Office of New Student Orientation and Parent Programs, or during orientation and recruitment events through a paper registration form.

Once a member, parents may remain in the Parents Association until they elect to withdraw membership.

Section 3: Dues
Parents Association members are not charged a fee for dues. Membership is free for parents.

Article V: Benefits
Section 1: Parents Association
Members will receive a monthly newsletter from September through May. The December and January editions will be combined into one edition, and the May edition will be the summer edition.

Section 2: Parent Advisory Board
Parent Advisory Board members will receive the same benefits as the Parents Association as well as additional benefits. Board members will receive ten parking vouchers for their term, one Parent Advisory Board polo, one brass name badge, and free admission to Family Weekend for their families for the term they serve. Board Members will also receive free meals and parking for all required meetings of the Parent Advisory Board.
**Article VI: Advisors**
The Associate Dean of Students and the Coordinator of Parent and Family Programs from the Office of New Student Orientation and Parent Programs will serve as co-advisors for the Parents Association and the Parent Advisory Board.

**Article: VII: Parent Advisory Board**

Section 1: Authority
The Parent Advisory Board, hereafter known as Board, is the governing body of NKU’s Parents Association. The Board represents the Parents Association general body members in interactions with University Officials.

Board members provide input for parent programming, assist with the direction of the parent programs office, learn about programs and services for students and parents, and provide feedback regarding new ideas for student programs and initiatives. The Board is the voice of parents at NKU and serves as a parent advocacy group.

Section 2: Eligibility
Nominees must be a parent or guardian of a currently enrolled NKU student at the time of nomination to be eligible to serve on the Board. A single Board position can be held by one or both parents.

Section 3: Elections/Appointments
The Board will consist of at least seven members but not to exceed 29 members. Non-presidential positions will be appointed by the Associate Dean of Students and the Coordinator of Parent and Family Programs based on self-nomination forms.

The first Co/President(s) will be appointed by the Associate Dean of Students and the Coordinator of Parent and Family Programs based on self-nomination forms. The Co/President-Elect(s) will be elected by the Parents Association with a majority vote. All future Co/President(s) will resume the role after one term as Co/President-Elect(s).

Section 4: Terms of Office
Board members will be elected/appointed to either one or two year terms. Each member will be limited to two consecutive terms (two one year terms, two two year terms or a combination of both).

Section 5: Board Member Responsibilities
All Board members will provide input into programs and initiatives.

Members are required to volunteer at a minimum of two parent orientation programs parent panels during the summer orientation programs. Board members will be given additional opportunities to volunteer at more parent orientation programs, during admission recruitment events, Family Weekend, Welcome Week, New Student and Parent Convocation, and freshmen housing move-in day.
Section 6: Positions
The following are the positions for the Parent Advisory Board positions and their corresponding responsibilities.

President (1 person or couple):
- Leads meetings and assists co-advisors with creation of agendas
- Assists with Facebook posts and other parent communications
- Assists with Parents Association e-newsletter by contributing articles and ideas
- Assists with parent inquiries submitted via the parent website
- Two year commitment

President-Elect (1 person or couple):
- Shadows the President for first year of term and assumes the role of the President if the President is not in attendance or unable to fulfill responsibilities
- Takes over as President in second year of term.
- Two year commitment.

Secretary (1 person or couple):
- Note taker for meetings and types minutes for meetings
- Types correspondence for the group
- Assists with Parents Association e-newsletter by contributing ideas and articles
- Two year commitment

Multicultural Representative (1 person or couple):
- Represents the unique perspective of under-represented cultural groups on campus
- One year commitment

Class Representatives (4 persons or couples):
(1-Freshmen Class, 1-Sophomore Class, 1-Junior Class, 1-Senior Class)
- Represent the unique perspective of the parents of the class they represent
- One year commitment

At large members (4-6 persons or couples):
- Share ideas and assist with programs.
- One year commitment (2-3 persons or couples)
- Two year commitment (2-3 persons or couples)

Section 7: Removal
Any Board member may be removed by a two thirds majority vote during a regular or special meeting when a quorum is met. Any Board member or the advisors may move to have a Board member removed from a position provided that the Board member in question receives 30 days written notice of the pending vote. Reasons for removal may include unsatisfactory performance of duties of their office, repeated absences from meetings, or improper conduct.
Section 8: Vacancies
In the event of a Board member resignation, death, removal, or otherwise, that member’s position may be filled by a current Parents Association member through a nomination and two thirds majority vote from the remaining Board members. The position can only be filled for the remainder of the term. The filling of a vacant position will count towards one term in the term limits section even if the member does not serve the entire term.

In the event that no person is nominated for a vacant position, the advisors may appoint a parent for the remaining term.

Article VIII: Meetings
The Parent Advisory Board will meet bi-annually with one meeting in the fall semester and another in the spring semester. Additional meetings may be called at the discretion of the advisors in consultation with the Co/President(s) of the Board. Members of the Parents Association can attend all regular meetings and provide input. However, only Parent Advisory Board members will have voting privileges and only Board members may attend special meetings.

Article IX: Voting and Quorum
Board members have voting privileges only on matters pertaining to the Parents Association and Board. Each individual Board member will have individual voting rights.

Two thirds of current Board members and one advisor will constitute a quorum.

Article X: Amendment of Bylaws
Any Board member may recommend an amendment of the bylaws during a regular or special meeting when a quorum is met. Any amendments to the bylaws require a majority vote of the Board during the following meeting. The meeting when the vote takes place must be a minimum of thirty days following the recommendation of an amendment.