

# **CALIFORNIA STATE UNIVERSITY, CHICO**

## **PARENT ADVISORY COUNCIL BYLAWS**

### **ARTICLE I**

#### **NAME**

This council shall be known as the CSU, Chico Parent Advisory Council (PAC).

### **ARTICLE II**

#### **MEMBERSHIP**

Members of the CSU, Chico Parent Advisory Council will be comprised of all parents and guardians of currently enrolled students and parents of alumni. There are no dues for membership.

### **ARTICLE III**

#### **MISSION AND VALUES**

Mission: To create a comprehensive parent program that gets and keeps parents involved in the University and encourages parents to be a part of the “Chico Experience” while enhancing the educational experience for all students.

Values:

1. Parents are important members of the CSU, Chico family and are an essential resource for students and the entire campus community in the maximization of higher education.
2. Effective parent relations strategies will acknowledge the critical development and growth of CSU, Chico students.
3. Campus-wide awareness and ownership of the issues regarding parents and families are critical to the success of parent relations at CSU, Chico.

### **ARTICLE IV**

#### **PURPOSES**

The Council will:

1. Provide advice and counsel in long-range planning and development of PAC activities, programs, and services.
2. Aid in the formulation and promotion of goals and objectives for the PAC and communicate this to Chico State parents.
3. Encourage and support maximum parent involvement in the PAC.
4. Enhance communication between the University and Chico State parents.
5. Assist the Vice President for University Advancement and the Vice President for Student Affairs in identifying and cultivating Chico State parents and others to support the mission of the University.

## **ARTICLE V MEMBERSHIP**

The Council shall consist of up to 40 “*parent*” members and two “*student*” members for up to 42 voting members. “*Parent*” members may be from the same family or may join as individuals. Council members shall be interested in strengthening Chico State and are selected to give counsel and advice to the Vice President for University Advancement and the Vice President for Student Affairs.

In the case of both parents who are appointed to serve on the Council, each will be counted as an individual member. The Vice President for University Advancement, who approves members to the Council, will strive for a balance of representation from a cross section of the Chico State student body, the geographic areas of the State, and the seven academic colleges on campus. Individuals who have expressed an interest in the Council may be invited to join, following a nomination and selection process.

“*Parent*” terms are for two years with the option of additional two-year terms if so desired. The council shall ratify membership for the academic year at the October meeting of the council. Terms are approved by the Vice President for University Advancement who has the authority to remove members at any time. An individual shall have a student at the University at the time of appointment in order to be considered a “*parent*” member of the Council.

The student members shall be nominated by the AS President and approved by the Vice President for Student Affairs. The student member shall serve a one-year term and will be appointed annually during the fall semester to serve during the upcoming academic year.

The Vice President for University Advancement, the Vice President for Student Affairs, and University staff will serve as ex-officio members of the Council as needed. There may also be one Alumni Board Liaison who is appointed by the President of the Alumni Association and shall serve a two-year term. The liaison shall be a Chico State alumnus or alumna and is also an ex-officio member of the Council.

Each member shall have one vote.

## **ARTICLE VI OFFICERS**

The Council shall have two officers: President and Vice President/Secretary:

1. President – Serve a one-year term subject to reappointment as the representative of the PAC. The President will preside over all meetings of the PAC.
2. Vice President/Secretary – The Vice/President Secretary shall serve a one-year term subject to reappointment as the representative of the PAC. The Vice President/Secretary shall take minutes at all PAC meetings.

## **ARTICLE VII QUORUM**

A quorum shall consist of not less than 50 percent plus one of the voting membership of the Council for the purposes of meeting attendance and to ratify Council decisions, excepting ratification or changes to these bylaws.

## **ARTICLE VIII MEETINGS**

Council meetings shall be held at least twice annually with special meetings called on an as-needed basis. The Council will typically meet during Chico State's Family Weekend in the fall and in February or March. The Office of Alumni and Parent Relations shall manage all affairs and business between meetings with the concurrence of the President of the Council.

## **ARTICLE IX COMMITTEES**

Committees shall be established if and as needed.

## **ARTICLE X MEMBER RESPONSIBILITIES**

1. Advisory Council members will attend two meetings per year.
2. Advisory Council members will assist with a minimum of two events per academic year.
3. Advisory Council members will help with the planning and execution of parent related events as outlined in this report.
4. Members will assist University Advancement in the raising of funds to support University priorities, projects, and initiatives.
5. Meetings of the Parent Advisory Council are held in October (in conjunction with Family Weekend), and early spring (February or March). The council will assist with parent related events - Summer Orientation, Summer Send-Offs, Wildcat Welcome Week events, Family Weekend, Senior Send-Off, and other events as deemed appropriate.

## **ARTICLE XI AMENDMENTS**

These bylaws may be amended at any regular meeting of the Council by a two-thirds vote, provided notice was given at a previous meeting or was sent by mail or e-mail by a specified date.

## **ARTICLE XII DISSOLUTION**

If for any reason the Parent Advisory Council is dissolved, all property thereof belonging to the council shall automatically be transferred to the Chico State Office of Alumni and Parent Relations.