

KETTERING UNIVERSITY PARENTS' ASSOCIATION BYLAWS

Name

The name of the organization shall be the "Kettering University Parents Association."

Purpose

The purposes of the organization shall be to provide a forum of communication between parents of Kettering University students and the University; to foster goodwill between the University, parents, students and the community; to assist the University and students in enhancing the students' life while on campus.

Functions

The functions of the Kettering University Parents Association (KUPA) shall include but not be limited to:

- Meetings on or near the Kettering University campus four times per year, two per school section.
- Invite to and involve the members of the Kettering University administration in the Parents' Association meetings.
- Assist in the publication of a communication by the University to all parents.
- Promote Kettering University to high schools and current and potential Corporate partners in conjunction with the University.
- Assist in on-campus activities involving parents.
- Provide funding for scholarships for Kettering University students.
- Participate in on-campus projects, which will benefit the students attending the University and the University campus in general.

Membership

All parents of currently-enrolled undergraduate Kettering University students are members of the Kettering University Parents Association.

The Executive Board and the Advisory Board

The officers of the Kettering University Parents Association shall consist of a President, Vice-President, Secretary and Treasurer. The officers of the Association form the Executive Board. Officers shall be KUPA members that are nominated and elected at the last regularly-scheduled meeting of the Association each academic year. Executive Board members are also Advisory Board members. Additional members of the advisory board are committee chairs and any parent volunteers accepted by the executive board. In the event that more than one parent is nominated for an office, elections shall be by secret ballots. One parent may hold the offices of Secretary and Treasurer concurrently.

The Executive Board may appoint chairpersons for various committees as shall be necessary for the efficient operation of the Association. The member of the Kettering University administration appointed to interact with the Association shall be an ex-officio member of the Kettering University Parents' Association Executive Board along with a current student from each academic section.

The Executive Board has the authority to accept and remove members of the Advisory Board.

Duties of the KUPA Advisory Board and Officers

The Advisory Board shall be responsible for organizing all activities of the Association.

The duties of the officers are:

- The President shall set the agenda which shall include old business, officer reports, and new business for all meetings of the association in conjunction with the other members of the paab and shall preside and maintain order at all meetings of the Association and PAAB.
- The Vice-President shall perform the duties of the President in the event that the President is unavailable. In addition the Vice-President shall perform those duties assigned by the PAAB or the Association. In the event that the President is unable to complete the elected term, the Vice-President shall assume the office of the President.
- The Secretary shall maintain the minutes of all meetings of the Association and of the PAAB.
- The Treasurer shall maintain the financial records of the Association and shall collect and disperse all funds for the Association in conjunction with the appropriate personnel of Kettering University.

Revisions

These bylaws may be revised by a majority vote of responding parents by the specified deadline.

By-Laws Amended April 1, 2006