



Dear Hilltopper Parent/ Family Member,

Greetings from the hill and the WKU Parents Association! I am thrilled that you are interested in learning more about the Parents Advisory Council (PAC). As the parent/family member of a current WKU student, you are a valued member of the University community. Your active involvement on campus is welcome, and serving on the PAC is a great way to get started!

The dedicated parents and family members who serve on the Parents Advisory Council support student success by advancing the efforts of the Parents Association to engage the parents and family members of WKU's current students. The PAC is charged with ensuring the effectiveness of the Association in achieving its goals, establishing and enforcing policies for the Association, and allocating funds from the Parents Fund to support student directed initiatives.

The Parents Advisory Council is comprised of 16-32 parents and family members of current WKU students representing all four classes (freshman, sophomore, junior, senior). Parents and family members who serve on the Council benefit from the opportunity to gain first-hand knowledge of developments in academics, campus life, and long-range projects from University staff and administrators. In addition, Council members benefit from the opportunity to work alongside, and forge connections and long-lasting friendships with, other parents and family members serving on the Council.

I sincerely hope you will consider applying to serve on the Council. Enclosed you will find more information about the purpose of the Council, responsibilities and expectations of Council members, and an application. Should you choose to apply, submit your completed application via e-mail to [parents.association@wku.edu](mailto:parents.association@wku.edu), fax (270) 745-2937, or mail to the address provided. In the meantime, please feel free to peruse the Parent and Family Programs website [www.wku.edu/parents](http://www.wku.edu/parents) and contact me with any additional questions [blair.jensen@wku.edu](mailto:blair.jensen@wku.edu) (270) 745-5863.

Thank you again for your interest in the Parents Advisory Council!  
Go Tops!

Blair Jensen

Assistant Director, First Year Student Programs and Residential Education  
Parent and Family Programs Coordinator  
Housing and Residence Life



# Parents Advisory Council

2015 – 2016 Application

The Parents Advisory Council serves as the governing body of the WKU Parents Association, and is charged with ensuring the effectiveness of the Association in achieving its goals, establishing and enforcing policies for the Association, and allocating funds from the Parents Fund to support student directed initiatives.

The Council is comprised of 16-32 Bronze, Silver, or Gold Members of the Parents Association representing all four classes (freshman, sophomore, junior, senior). Members can apply, and are appointed to open positions by the Parent and Family Programs Coordinator and Vice President for Student Affairs, with the approval of the Council, as the parents and family members of graduating students rotate off the Council. Appointments are for at least one year, with a maximum equal to the number of years the Council member's student is enrolled at WKU.

Council members are required to attend two of three yearly meetings and one activity to maintain their Council positions. In addition, Council members are required to maintain at least a Bronze Membership with the Parents Association and make an additional gift to the Parents Fund.

## **Responsibilities**

**Advocate**— The Parents Advisory Council often serves as a sounding board, listening to new program ideas and campus initiatives, providing feedback to University staff and administrators. In addition, the PAC serves as the voice of the Parents Association, advocating the needs and concerns of parents and family members to University staff and administrators.

**Support**— Council members provide support by assisting in the planning and implementation of Parent and Family Programs events, engaging in programs, and assisting in fundraising efforts. Council members also provide support to the Association by reviewing New Member Applications and contributing to the Parent and Family Programs e-newsletter.

**Promote**—Council members are invited to represent the Association at new student recruitment and orientation events in the fall and spring, and promote involvement in the Association and Parents Advisory Council to other parents and family members of WKU students. Council members capitalize on opportunities to educate the parents and family members of current and prospective students about the benefits of attending WKU.

## **Expectations**

- Attend at least two of three Parents Advisory Council meetings per academic year,
- Assist with the planning and staffing of Parent and Family Programs events including Parent and Family Weekend,
- Identify and advocate needs and concerns of other WKU parents and family members to University staff and administrators,
- Support the Parents Fund by making an annual gift above your membership level,
- Further the goals of the Parents Association by assisting with fundraising efforts,
- Represent the Parents Association at new student recruitment and orientation events in the fall and spring,
- Promote the Parents Association and Parents Advisory Council to other parents and family members of WKU students,
- Interact with prospective students and their parents and family members in their local communities, and acquaint them with and highlight the benefits of attending WKU, and
- Serve on the Council for at least one year with a maximum service equal to the number of years their students are enrolled at WKU.

## **Required Qualifications**

- Have at least one student currently enrolled at WKU
- Maintain at least a Bronze Membership with the Parents Association
- Ability and willingness to meet expectations and carry out responsibilities outlined above

## **Application Process**

Applications are accepted all year long. Complete applications include:

1. Information sheet
2. Short answer questions
3. Signature sheet



# Parents Advisory Council

2015 – 2016 Application

## INFORMATION SHEET

Name \_\_\_\_\_

Address \_\_\_\_\_

City \_\_\_\_\_ State \_\_\_\_\_ Zip \_\_\_\_\_

E-mail \_\_\_\_\_

Home Phone \_\_\_\_\_ Work phone \_\_\_\_\_

Cell Phone \_\_\_\_\_ Receive Text Messages: Y N

☐ My significant other is also interested in joining the PAC.

Significant Other's Name \_\_\_\_\_

Address \_\_\_\_\_

City \_\_\_\_\_ State \_\_\_\_\_ Zip \_\_\_\_\_

E-mail \_\_\_\_\_

Home Phone \_\_\_\_\_ Work phone \_\_\_\_\_

Cell Phone \_\_\_\_\_ Receive Text Messages: Y N

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Student's Name: \_\_\_\_\_

Student's Classification: ☐ Freshman ☐ Sophomore ☐ Junior ☐ Senior

Student's Expected Graduation Year: \_\_\_\_\_ Student's WKU ID #: \_\_\_\_\_

Student's Major: \_\_\_\_\_

Relationship to Student: \_\_\_\_\_

Student's Name: \_\_\_\_\_

Student's Classification: ☐ Freshman ☐ Sophomore ☐ Junior ☐ Senior

Student's Expected Graduation Year: \_\_\_\_\_ Student's WKU ID #: \_\_\_\_\_

Student's Major: \_\_\_\_\_

Relationship to Student: \_\_\_\_\_

Student's Name: \_\_\_\_\_

Student's Classification:    ☐ Freshman    ☐ Sophomore    ☐ Junior    ☐ Senior

Student's Expected Graduation Year: \_\_\_\_\_ Student's WKU ID #: \_\_\_\_\_

Student's Major: \_\_\_\_\_

Relationship to Student: \_\_\_\_\_

Student's Name: \_\_\_\_\_

Student's Classification:    ☐ Freshman    ☐ Sophomore    ☐ Junior    ☐ Senior

Student's Expected Graduation Year: \_\_\_\_\_ Student's WKU ID #: \_\_\_\_\_

Student's Major: \_\_\_\_\_

Relationship to Student: \_\_\_\_\_

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### **SHORT ANSWER QUESTIONS**

Please share areas of expertise or hobbies that may be of interest/benefit to the Parents Advisory Council:

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Why do you want to serve on the Parents Advisory Council?

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Please share your past/current involvement with other volunteer/service organizations:

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How did you hear about the Parents Advisory Council?

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Please list a current problem/concern college parents and family members face—how can the Parents Advisory Council at WKU help alleviate those concerns for our parents/families?

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## **SIGNATURE SHEET**

By signing below, I certify that I meet the required qualifications of Parents Advisory Council members and understand the responsibilities set forth for those serving on the Parents Advisory Council. I understand that should I be unable to fulfill my responsibilities, I must notify the Parent and Family Programs Coordinator in a timely manner.

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Name (Printed)

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Signature

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Date

Thank you much for your interest in serving on the Parents Advisory Council, and for your continued support of the WKU Parents Association. Please submit your completed application via one of the methods below:

### **Mailing Address:**

WKU Parent and Family Programs  
1906 College Heights Blvd. #11093  
Bowling Green, KY  
42101-1093

**Fax:** (270) 745-2937

**E-Mail:** [parents.association@wku.edu](mailto:parents.association@wku.edu)