



Parent Advisory Board

Charter

(Revised and approved 12/10/17)

Purpose

The purpose of the Parent Advisory Board (PAB) is to serve as the organizing body for the parents of all current and former students at Olin College. The PAB serves at the pleasure of the vice president for Development, Family and Alumni Relations (VPDFAR) and is advisory in nature. It oversees special initiatives in the best interests of Olin students, on behalf of all parents. In addition, the PAB offers advice and counsel to the college through the VPDFAR on issues of importance to the college.

Membership

The PAB shall consist of no more than 25 members who serve two year renewable, staggered terms. There shall be four parent members from each class, freshman through senior, five members-at-large positions reserved for committee chairs and four members who are alumni parents. Terms are renewable once, and active involvement by the board member during his/her first term will be considered during the renewal process. New members shall be appointed by the VPDFAR upon recommendation by the highest level staff member of Family and Alumni Relations office. The four first-year parent appointments shall be made no later than two weeks in advance of the Fall PAB meeting, and the upper-class parent, alumni parent appointments and members at large positions shall be made by May 1. The VPDFAR shall serve as an ex-officio member of the PAB.

Meetings

The PAB will meet on campus once each fall in conjunction with Family Weekend, and will conduct one meeting via teleconference in the spring. With the exception of the alumni parent representatives, there is an expectation that PAB members will attend the on-campus meeting. There is an expectation that alumni parents will participate via teleconference. Between meetings, telephone calls or e-mail communications will be used to conduct business. Travel expenses will be the responsibility of the members.

Leadership

Leadership will be provided by a chair, chair-elect, and secretary/treasurer. The PAB will select these officers from among returning members in consultation with the VPDFAR or the Director of Annual Giving and Family and Alumni Relations (DAGFAR). The chair will serve a term of two years, consisting of one year as chair-elect (termed vice-chair) followed by one year as chair. The chair is invited and encouraged to take part in the President's Council on-campus meetings. If present for President's Council, travel and lodging will be the responsibility of the chair. The secretary/treasurer will serve a term of one year. The responsibilities of the treasurer will include oversight of funds contributed to the Parent Organization and intended for projects or initiatives not commonly considered philanthropic to Olin College.

Responsibilities of Members

Members of the PAB will be expected to provide advice, support and counsel to help advance the college on issues of importance, and to advocate for the college with prospective students, employers, donors, media and other constituencies as appropriate. Topics of central importance will include student recruitment, student life and professional development, curriculum and learning, fostering a college environment of innovation and continual improvement, external and corporate relations, and strategies and approaches for developing philanthropic support for the college and its programs.

PAB Communication to Olin Leadership

At least once a year the PAB chair and the DAGFAR will provide a report to the VPDFAR on the prospective initiatives proposed by the PAB and the conclusions or ongoing progress of current initiatives happening throughout the academic year. The DAGFAR will ask that the VPDFAR shares with the president at their next meeting with him if appropriate.