

# TOWSON FAMILY NETWORK BYLAWS

*April 2023-Adopted and Final*

## ARTICLE I - NAME AND OBJECTIVES

**Section 1.1. Name.** This organization shall be known as the Towson Family Network. Hereinafter TFN

**Section 1.2. Legal Entity.** The Towson Family Network operates as a volunteer-based organization under the auspices of Campus Life, Office of New Student and Family Programs  
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**Section 1.3. Mission.** The TFN is: *the enduring promotion of a successful TU student and healthy campus-life experience.* The mission is based on three central principles:

- a. Parents and Families for Students
  - Provide information to help families empower their students.
  - Create opportunities to educate and engage families in the collegiate setting.
- b. Parents and Families with Students
  - Implement programs for families to create shared memories during the academic year.
  - Share resources accessible to families and students.
- c. Parents and Families to other Parents and Families
  - Furnish mechanisms for family-to-family interaction and connectivity.
  - Develop peer to peer support for all Towson parents and families.

**Section 1.4. The TFN Goals and Objectives.**

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programs, and services.
- b. To serve as a liaison between families-to-families and the University community and to develop a good rapport among those groups.
- c. To invite families to become better acquainted with Towson University through campus programs, meetings, and activities to help in their transitions.
- d. To help publicize and stimulate enthusiasm for Towson University.
- e. To encourage qualified students to attend Towson University and invite families of

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age, creed, disability, national origin, sexual orientation, marital status, or any other basis protected by federal law or identified by Towson University.

**Section 2.2. TFN Membership Fee.** One time membership fee shall be set by resolution of the Board of Directors prior to the start of each school year and shall be payable by September 1.

**Section 2.3. Benefits of Membership.** Members who have paid the dues by September 1, are eligible for the following benefits provided by the TFN:

- a. Members are eligible to appointed and serve as an Officer on the TFN Board of Directors.
- b. Students of members are eligible to apply for scholarships maintained and awarded by the TFN.
- c. Members are eligible to receive TFN-branded apparel and merchandise.
- d. Members are eligible to be notified and participate in regular TFN meetings and sponsored activities.
- e. Members are eligible to receive special invitations by Towson University to attend University-sponsored functions.

## ARTICLE III - TFN BOARD OF DIRECTORS

### Section 3.1. Board Role, Size, and Compensation.

- a. **Role.**  
Campus Life with input regarding policy formation and direction of the affairs of TFN. The TFN shall abide by these bylaws and all applicable policies instituted by Towson University.
- b. **Size.** The Board shall consist of at least three (3) members and no maximum, in addition to the ex-officio members. If less than 3 Board Members, the NSFP Staff Liaison and any TFN Board member will take reasonable actions to (1) continue the work of the TFN and (2) identify and recruit new Board members.
- c. **Compensation.** The Board receives no compensation other than reimbursement for reasonable expenses that has been preapproved by NSFP. The Board is eligible to receive special invitations to Towson University-sponsored functions.

**Section 3.2. Board Eligibility.** To be eligible to serve on the Board an individual must be a TFN member in good standing and shall have a student enrolled at Towson University during their term of office.

. A new appointment shall be made pursuant to Section 3.7.

**Section 3.3. Term.** The Chair and the Secretary shall serve a two (2) school year term. Board members, except the Chair and the Secretary, shall serve a one (1) school year term. All positions are eligible for re-appointment.

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## ARTICLE IV - AUTHORITY AND DUTIES OF OFFICERS

**Section 4.1. Officers.** The officers of the Board shall be a Chair, Secretary, selected members-at-large, and other officers as are deemed necessary from time to time by the Board.

- a. **Chair.** The Chair shall convene and preside at all meetings of the Board of Directors and the Executive Committee. The Chair shall serve as an ex-officio member of all standing committees. Subject to the control of the Board of Directors, the Chair shall perform all duties attendant to that office and all other duties as on occasion shall be assigned by the Board.
- b. **Secretary.** The Secretary shall keep the minutes of all meetings of the Executive Committee and the Board in the books proper for that purpose, manage

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**Section 6.3. Scholarship Committee.** The Board of Directors shall establish a Scholarship Feder Scholarship, the Kolb Scholarship, and the Dabrowski Scholarship. The Board shall appoint a Board member a scholarship committee head. The Committee has the discretion to appoint other TFN members to augment the scholarship review and award process. The Committee is responsible for the planning and execution of the work includes coordination with the staff liaison, NSFP Staff Liaison; and evaluation of scholarship submissions with no prejudice to race, color, sex, religion, veteran status, age, creed, disability, national origin, sexual orientation, marital status, or any other basis protected by federal law or identified by Towson University.

## **ARTICLE VII - EX-OFFICIO BOARD MEMBERS**

**Section 7.1. Ex-officio members shall include:**

- a. Associate Vice President of Student Affairs, Campus Life
- b. The NSFP Staff Liaison (Assistant Director of New Student and Family Programs)
- c. Outgoing Chair of the TFN

An Ex-officio member shall have all the rights and privileges as any other member.

## **ARTICLE VIII - AMENDMENTS**

**Section 8.1. Amendments.** These bylaws may be amended by a simple majority of the Board members present and voting at any regular meeting or at a special meeting called for that purpose. The membership shall be notified of adopted bylaw amendments by the most feasible means.