CHAPTER XVII
The Parliamentarian

Section 1.

Purpose - This Chapter shall govern the Parliamentarian and Assistant to the Executive Vice President.

Section 2.

Term – Unless otherwise prescribed by the Senate, the Parliamentarian shall serve a nine (9) month term starting at the beginning of Fall Quarter until the day after commencement.

Section 3.

Qualifications –

(a) The Parliamentarian must be an undergraduate, and must be an enrolled student, except for Summer Quarter, of UCR during their term in office;

(b) The Parliamentarian must have been in attendance for a cumulative total of at least once academic quarter prior to serving in office;

(c) Under no circumstances shall the Parliamentarian be an elected Representative of the Senate;

(d) If at any time the Parliamentarian should violate these qualifications then the office of the Parliamentarian shall be considered vacant;

(e) The Executive Vice President upon learning that the office of the Parliamentarian is vacant shall announce at the next regular Senate meeting that the vacancy exists.

Section 4.

Duties –

(a) To have a working knowledge of Robert's Rules of Order;

(b) To work with the Chair on all matters concerning procedure, as are described in these Bylaws or Robert's Rules of Order;

(c) To attend the American Institute of Parliamentarians practicum in January with the Executive Vice President;
(d) To serve as an aid to the Chair in preparing for Senate meetings;

(e) To attend all Senate meetings;

(f) To perform all other duties as assigned by the Senate.