CHAPTER XLVI
ASUCR Senate Internship Program

Section 1. Context
(a) Students deserve more mediums to get involved with ASUCR in not only its operation but also in related affairs of selected senators, herein referred to as Senate Mentors.
(b) Chosen students, herein referred to as Senate Interns, will serve through the entire academic year.
(c) The Senate Internship Program offers students the opportunity to follow, understand and be mentored by a senate mentor throughout the entire academic year.

Section 2. Logistics
(a) By the second week of Fall Quarter, the Personnel Director will release the application to all UCR undergraduate students and publicize the program to the public in various ways. The program is limited to only UCR undergraduate students.
(b) The Office of Personnel Director will serve as the selection committee, which will meet regularly once the application submission is closed to administer the senate intern selection process and shall take no more than three weeks to complete.
(c) The selection committee is able to select no more than sixteen (16) Senate Intern and no more than three (3) Senate Intern alternates.
(d) Senate Interns shall serve a one year term and will be able to continue the program with excellent evaluation by the Personnel Director, at the end of the academic year, to determine if the Senate Intern is best fit for continuation.

Section 3. Responsibilities of Senate Interns
(a) Attend a minimum of two ASUCR committee meetings, per week;
(b) Attend at least one intern practice chair meeting, per week;
(c) Attend at least one office hour, per week;.
(d) Attend at least one Senate Mentor-Senate Intern meeting, per week;
(e) Attend at least one meeting per ASUCR branch, per quarter;
(f) Attend at least one Personnel Director-Senate Intern meeting, per quarter;
(g) Attend all Senate Intern meetings, per quarter;
(h) Attend all monthly seminars led by the Executive Vice President;
(i) Uphold all expected deadlines stated by respective Senate Mentor and the Personnel Director, including but not limited to responding within forty-eight (48) hours of all emails.
(j) Assist their Senate Mentors when necessary.

Section 4. Responsibilities of Senate Mentors
(a) Chair all weekly Senate Mentor-Senate Intern meetings;
(b) Oversee all Senate Intern’s activity and participation;
(c) Educate Senate Intern on all necessary and essential materials of ASUCR operations;
(d) Hold all of their Senate Interns accountable of all expectations.
(e) Attend all Senate Mentor meeting, per quarter
(f) Uphold all expected deadlines stated by the Personnel Director

Section 5. Responsibilities of Personnel Director
(a) Chair at least one Senate Mentor meeting, per quarter;
(b) Chair at least one Senate Intern meeting, per quarter;
(c) Hold all Senate Mentors and Senate Interns accountable throughout the academic year;
(d) Communicate with all Senate Mentors and Senate Interns for assignation of disciplinary strikes as described in Section 6 of this bylaw;
(e) Delegate the members of the Personnel Committee to specific tasks in program, including but not limited to collecting attendance verification form, monitoring Senate Intern disciplinary proceedings, and organizing required program meetings.
Section 6. Responsibilities of the Executive Vice President

(a) Shall lead a Training Seminar for the interns, once a month, to provide instructions and to further the growth of the student leaders within the internship program;

(b) Shall be responsible for the coordination of Senate Mock Meetings for the Senate Interns to provide experience and practice with Robert’s Rules of Order and the work of ASUCR.

Section 7. Disciplinary Proceedings

(a) All Senate Mentors and Senate Interns are subjected to follow the program’s disciplinary proceedings.

A. Senate Intern will be assigned strikes for failure to meet required expectations listed in Section 3 of this bylaw. Any Senate Intern receiving seven (7) or more strikes per quarter will be subject for dismissal from the program;

B. Senate Mentor will be assigned strikes for failure to meet required expectations listed in Section 4 of this bylaw. Any Senate Mentor receiving five (5) or more strikes per quarter will be subjected for dismissal from the program.

Section 8. Purpose

(a) With this program, volunteer efforts from within the student body are more concentrated in that students are able to pursue their particular area of interest within ASUCR.