

SJC Code of Conduct

Duties

Justices:

Attend all SJC meetings, and adhere to the attendance policy listed below
Be a model Student, if found in violation of the Student Code of Conduct, the Justice will be dismissed without the option of re-approval, after the first offense.
Remain unbiased during all Student conduct and Student government hearings.
If unable to remain unbiased, it is the responsibility of the Justice to remove him/herself from the situation.
Assist students in conduct hearings
Promote good relations with all faculty members
All Student Code of Conduct hearings will be emailed to all SJC members, and all Justices will have the opportunity to take the hearing. The Justices will notify the Chief Justice if they would like to take the hearing, and the Chief Justice will decide who will take the hearing.
All hearings will be divided as evenly as possible among active SJC Justices.
All Justices will hold at least one office hour per week in the Student Government Office.

Chief Justice:

Same duties as Justices
Be the spokesperson for SJC at all senate sessions
Chair any Student Government hearings
Swear in any appointments
Lead Student Judicial Council Meetings
In order to be appointed Chief Justice of SJC, the individual must be a current member of SJC for at least one (1) semester.
The Chief Justice will hold at least three hours of office hours per week in the Student Government Office.

Associate Chief Justice

Same duties as Justice
Perform all Chief Justice duties when Chief is absent
Shall be elected by majority vote of the current SJC Justices, and does not need to be approved by the Student Senate
Will take minutes at all Senate grievances and SJC weekly meetings
The Associate Chief Justice will hold two hours of office hours per week in the Student Government Office.

Student Government Hearings

If there is a grievance within any branch of SG the request for a hearing is to be submitted to SJC.
SJC will hear all hearing requests submitted provided the party filling the grievance has provided evidence to support their claim.

If proper evidence has been submitted the Chief justice will notify all parties involved of when a hearing will take place. All parties shall receive at least 72 hours notice.

In the event of a hearing cancelation, 24 hours notice will be given to all parties, unless in the case of an emergency

Attendance

All Justices must attend all SJC meetings held. Only 2 absences per semester from a SJC meeting will be allowed. Justices must attend two Student Senate meetings per semester, and the Chief Justice and Associate Chief Justice must attend all Senate meetings, unless a time conflict exists.

- After the third absence from an SJC meeting, not serving office hours for two consecutive weeks, or not attending the required two Student Senate meetings, a Justice will be placed on probation. In order to be reinstated, the Justice must appear before the Student Senate to be re-approved.

- If the justice has no intention of being re-approved they must submit a letter of resignation to the Chief Justice.

- If no letter is submitted after a two week period the justice will be removed from office.

- Must attend "All SG" meetings, meetings of the Student Senate, Cabinet, and SJC jointly, if applicable. With one unexcused absence allowed.

Probation

While on probation a justice may not attend and SJC meetings or Senate sessions as an active member of SJC. However they may attend meetings as a student.

They may not attend SJC hearing as a member of SJC or be counted as part of quorum.

- They may continue to assist a student(s) in violation of the Student Code of Conduct if they have already begun to advise the student prior to the onset of probation.

- They may not accept any new cases until they are re-approved by senate.

- Probation shall last for three weeks, before a Justice may be reinstated

Read on 9/13/11

Read on 9/20/11

Passed on 9/20/11