



ASUCD JUDICIAL CODES

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JUDICIAL CODE ONE

DEFINITION AND RULES FOR ADOPTION OF JUDICIAL CODES

100. DEFINITION OF JUDICIAL CODES

- A. The ASUCD Judicial Codes will serve to define the rules of order directly concerning the operations and duties of the ASUCD Judicial Council.

101. ADOPTION OF JUDICIAL CODES

- A. The ASUCD Judicial Codes are considered and adopted at every ASUCD Judicial Council hearing and meeting. The rules and procedures specified in these bylaws shall apply without exception to all cases brought before the ASUCD Judicial Council. The ASUCD Judicial Codes may only be amended by a majority vote of the ASUCD Judicial Council.

102. AMENDMENT OF JUDICIAL CODES

- A. Any Justice of the Judicial Council may present an amendment to be considered. Before the Judicial Council votes to pass an amendment, it will be sent to the Judicial Council Advisory Committee. The committee shall provide recommendations to the Judicial Council regarding improvements and/or issues with the amendment, should there be any.
- B. The ASUCD Judicial Codes can be amended by majority vote of the Judicial Council. The Judicial Council shall consider recommendations from the Judicial Advisory Committee when voting to pass an amendment. The Judicial Council may overturn a recommendation from the Judicial Council Advisory Committee by a majority vote of the Judicial Council.

103. CONFLICTING JUDICIAL CODES

- A. No Judicial Code is in order when it conflicts with the ASUCD Constitution. In the event that any two Judicial Codes conflict, the most recent Judicial Code shall be disregarded and the old one shall be in order.

104. RULES OF ORDER

- A. The ASUCD Judicial Council shall have presiding Justices responsible for conducting business in an orderly and consistent manner and will recognize both the will of the majority and the rights of the minority to express their viewpoints. Any presiding Justice may be overruled at any time by a majority consensus of the Justices present.
- B. Robert's Rules of Order (The Scott, Foresman Robert's Rules of Order, 1990 Edition), Chapter XX entitled "Disciplinary Procedures" shall be used strictly as a supplement and as a guide to the ASUCD Judicial Codes in questions of procedure. These are not thoroughly addressed by the ASUCD Constitution or ASUCD Judicial Codes.

JUDICIAL CODE TWO

STRUCTURE

200. ASUCD JUDICIAL COUNCIL

- A. The ASUCD Judicial Council shall have the judicial authority and responsibility to carry out all rules designated to it in the ASUCD Constitution and its bylaws.

201. DEFINITIONS

- A. Case: As soon as a complaint form is submitted to the Student Government Administrative Office, a case is considered open. A case shall be titled in official Judicial Council communications with the format of Petitioner v. Respondent. A case is considered closed when the Judicial Council reaches a verdict. The Petitioner or Respondent may appeal the Judicial Council's decision on a case, and if the Judicial Council chooses to accept the appeal, the case can be reopened.
- B. Meeting: A regular session of the Judicial Council held on a weekly basis where business of the Judicial Council is discussed and considered.
- C. Hearing: An ad hoc session of the Judicial Council when a specific case is adjudicated.
- D. Public Information: All information relevant to general Judicial Council proceedings, including, but not limited to: Dates and times of hearings and regularly scheduled meetings, abridged minutes from regularly scheduled meetings, rulings, and vote counts. Recorded audio from public hearings shall also be posted, unless otherwise requested by the Petitioner(s), Respondent(s) or Justices(s) of a given case.

202. MEMBERSHIP OF ASUCD JUDICIAL COUNCIL

- A. Composition of the ASUCD Judicial Council shall consist of five (5) Council Justices, one (1) Judicial Council Deputy Head Justice, and one (1) Judicial Council Head Justice appointed by an interviewing committee and confirmed by a majority vote of the ASUCD Senate as specified in the ASUCD Constitution. No Justice of the Judicial Council shall serve in any elected or other appointed position in ASUCD. An exception shall apply to any positions Justices of the Judicial Council must serve by virtue of their positions as outlined in the ASUCD Constitution. All Judicial Council Justices shall serve terms of up to (2) years in length.
 - a. The Head Justice and Deputy Head Justice shall have access to the Judicial Council email (judicialcouncil@asucd.ucdavis.edu).

203. AGENDA OF WEEKLY JUDICIAL COUNCIL MEETINGS.

- A. The agenda for weekly Judicial Council meetings shall be: (1) call to order; (2) quorum roll call; (3) personal and positional reports; (4) seating and training of new Justices; (5) public discussion and announcements; (6) consideration of complaints; (7) deliberation on passed legislation; (8) consideration of Judicial Code amendments; (9) review of tasks and farewell comments; (10) adjournment.

- a. Personal reports shall not be written in the meeting minutes for the Justices' privacy. All other items on the agenda shall be written in the meeting minutes, which will be made public.
- b. During the public discussion and announcements, members of the public may ask the Judicial Council questions. However, Judicial Council Justices may decline to answer questions if answering will jeopardize their ability to make unbiased and nonpartisan decisions.
- c. Seating and training of new Justices shall consist of new Justices introducing themselves and/or reviewing their training progress.
- d. Meetings shall be accessible to the public either virtually or in person.
- e. Discussion of items 6 to 8 will be closed to the public to ensure that the entire Judicial Council remains unbiased in its decision making. All other items shall be open to the public.

204. REQUESTED MEETINGS

- A. If ASUCD members and/or officials want to discuss a topic with the Judicial Council but cannot attend the regularly scheduled meeting and/or believe the topic they want to discuss will exceed 30 minutes, they may request a meeting.
- B. To request a meeting, an ASUCD member and/or official must email the Judicial Council Head Justice (judicialcouncil@asucd.ucdavis.edu). The email must include the following to be considered: the topic they want to discuss, three possible times they could meet that are at least four days in advance, and proof that they cannot attend the regularly scheduled meeting and/or reasoning they believe the discussion will exceed 30 minutes.
- C. The Judicial Council may decline a requested meeting if discussion about a topic requested will jeopardize their ability to make unbiased and nonpartisan decisions, and/or they do not believe the discussion will exceed 30 minutes, and/or three possible meeting times at least four days in advance were not provided.
- D. The agenda for requested Judicial Council meetings shall be: (1) call to order; (2) quorum roll call; (3) introduction of member(s) who requested the meeting; (4) public discussion and announcements; (5) review of positional tasks and farewell comments; (6) adjournment.
 - a. The same rule and regulations of weekly Judicial Council meetings apply to requested meetings.
 - b. Members of the public may be present for the discussion of all items on the agenda, except for during discussion of items 6 to 8.

205. CLERKS OF THE ASUCD JUDICIAL COUNCIL.

- A. **The Judicial Council may, by majority vote, appoint individuals to serve as Clerks of the Judicial Council.** Judicial Clerks shall serve up to one (1) year terms, and will receive performance reviews at the end of each academic quarter. These performance reviews will help the Judicial Council decide whether the Judicial Clerks will serve in the following quarter by majority vote. However, any Judicial Council Justice can motion to remove a Judicial Clerk by majority vote of the ASUCD Judicial Council at any time. The ASUCD Judicial Clerks shall have two distinct positions, with their own and shared

responsibilities: Public Outreach Clerk and Administrative Clerk. The following shall be their responsibilities under the direction of the Judicial Council Head Justice:

- a. Responsibilities of Public Outreach Clerk
 - i. Update Judicial Council social media accounts.
 - ii. Update the Judicial Council website.
 - iii. Record all official hearings of the Judicial Council and ensure recordings are accessible to the public.
 - iv. Ensure virtual access to meetings of the Judicial Council.
 - v. Ensure all relevant documents are made accessible to the public: meeting minutes, memos, Judicial Codes Amendments, Court Opinions, transcripts etc.
 - vi. Update the Memo Tracker and the Judicial Codes Amendment Tracker.
 - vii. Take meeting minutes in case of the absence of the Administrative Clerk.
 - viii. Update all public information with the Student Government Administrative Office, including, but not limited to: time and location of upcoming meetings and hearings, and contact information.
 - ix. Help the Judicial Council increase public transparency.
- b. Responsibilities of the Administrative Clerk
 - i. Prepare an outline for meeting minutes and send it to the Judicial Council Justices 24 hours prior to Judicial Council meetings.
 - ii. Keep record of the attendance of all Judicial Council Justices;
 - iii. Taking meeting minutes at all meetings of the Judicial Council
 - iv. Update the memo tracker to keep track of legislation reviewed by the Judicial Council.
 - v. Organize files.
 - vi. Attend biweekly Judicial Council Advisory meetings and take meeting minutes.
 - vii. Provide general administration of the ASUCD Judicial Branch.
- c. Shared Responsibilities
 - i. Attend weekly Judicial Council meetings.
 - ii. Conduct necessary legal research.
 - iii. Provide a transcript of hearings and provide technical assistance during hearings.
 - iv. Attend a minimum of one training session with the Judicial Council Head Justice.

JUDICIAL CODE THREE

QUORUM AND ATTENDANCE AT HEARINGS AND MEETINGS

300. QUORUM

- A. A quorum will be constituted when a majority four (4) Justices of the entire Judicial Council are present at any meeting.
- B. A quorum must be present before the Judicial Council may conduct a hearing or meeting. Once a quorum is established, only those Justices that participate in the entire hearing may take part in deliberation of that hearing.
- C. In the event that a Justice departing from a meeting causes a loss of quorum in the meeting, the Presiding Justice must postpone the remainder of the meeting until the next possible time at which the same Justices can reconvene with quorum.

301. ATTENDANCE

- A. All Justices of the ASUCD Judicial Council are expected to attend all hearings and meetings of the Judicial Council. If a Justice is unable to attend, they must notify the Judicial Council Head Justice of the reason(s) of absence in advance of the scheduled meeting. The Judicial Council Head Justice shall use their discretion to excuse the Justice's absence. Those Justices absent for more than two (2) meetings per quarter without excuse shall be forwarded by the Judicial Council Head Justice to the Senate President Pro Tempore for Close Session in accordance to Chapter 20 of the ASUCD Bylaws.

302. REMOVAL FROM CASE

- A. Justices of the ASUCD Judicial Council who remove themselves from a case for reasons of bias shall not be considered truant.

JUDICIAL CODE FOUR

JUDICIAL GUIDELINES, ETHICS, & OATH OF OFFICE

400. DUTIES OF THE JUDICIAL COUNCIL

- A. The Judicial Council shall carry out its duties in accordance with the ASUCD Constitution and rules and procedures enacted by the ASUCD Senate pursuant to the ASUCD Constitution.

401. DUTIES OF THE JUDICIAL COUNCIL HEAD JUSTICE

- A. It shall be the responsibility of the Judicial Council Head Justice of the Judicial Council to carry out the following duties in accordance with ASUCD Judicial Code Two, Section 203.
 - a. Check the ASUCD Judicial Council mailbox and record the date of all cases filed on the Judicial Council Calendar. The date, time, and room in which a case will be heard will also be recorded once that has been established by the Judicial Council. The Judicial Council Calendar shall remain posted for public inspection at all times.
 - b. Establish a weekly meeting time and place for the Judicial Council.
 - c. Notify all parties relevant to a given case of the following:
 - i. The respective rights and responsibilities of each party in accordance with the ASUCD Constitution and all legislation enacted pursuant to the Constitution including but not limited to these Judicial Codes.
 - ii. The time and location of all meetings relevant to the case.
 - iii. The verdict and opinion(s) of the closed case, as well as any Judicial Council Orders issued by the Bench.
 - d. Coordinate the publication of all opinions of the Judicial Council.
 - e. Organize and initiation the interviewing and hiring processes for
 - f. Keep record of the attendance of all Judicial Council Justices.
 - g. Send all memos voted by the Judicial Council to their respective recipient(s) within five (5) academic days of its issuance.

402. DUTIES OF THE JUDICIAL COUNCIL DEPUTY HEAD JUSTICE

- A. The Judicial Council Vice Deputy Head Justice shall be externally selected by the hiring committee at the beginning of every academic year or when a vacancy occurs. They shall have the following responsibilities:
 - a. In the event that the Judicial Council Head Justice is unable to carry out the duties enumerated in Judicial Code 401, the Deputy Head Justice shall assume said responsibilities and serve as Acting Head Justice.
 - b. Should a vacancy arise in the position of Judicial Council Head Justice, the Deputy Head Justice shall serve as Acting Head Justice for up to thirty (30) days or until a new Judicial Council Head Justice is confirmed by the ASUCD Senate.
 - c. Should there be no Judicial Clerks present, the Deputy Head Justice shall assume the duties and responsibilities enumerated in Judicial Code 204.

403. **DUTIES PROHIBITED TO THE JUDICIAL COUNCIL**

- A. No Justice of the ASUCD Judicial Council may author or co-author legislation, pursuant to the ASUCD Constitution.

404. **OATH OF OFFICE**

- A. All Justices once confirmed by the ASUCD Senate, before obtaining a seat on the Judicial Council bench, shall abide by the ASUCD Judicial Codes by reciting the ASUCD Oath of Impartiality. All Justices of the ASUCD Judicial Council shall say their own name and then recite:
 - a. "I, _____, Student of the University of California, Davis, in good academic standing, promise to abide by the ASUCD Judicial Codes; act in a fair, honest, and impartial manner; ensure individuals' rights are upheld when rulings are made; review and interpret legislation and actions taken by the executive and legislative branches; and faithfully execute the duties enumerated in the ASUCD Constitution, ASUCD Bylaws, and ASUCD Judicial Codes at all times during my term as a Justice of the ASUCD Judicial Council."

JUDICIAL CODE FIVE

ADJUDICATION

500. PETITIONERS AND RESPONDENTS

- A. The person(s) filing the written complaint with the Judicial Council shall be called the "Petitioner(s)."
- B. The Petitioner(s) shall identify whom the complaint is against. That/those person(s) will be called the "Respondent(s)." An individual, a group of individuals, or a body within the Association may be named as the Respondent of a case.
- C. Should a petitioner be unable to identify a specific individual, group of individuals, or body within the Association as the Respondent, none shall be necessary.
- D. In impeachment proceedings, the Petitioner is the ASUCD Senate, and the Respondent is the ASUCD Elected Official who is the subject of the impeachment.

501. CONSIDERATION OF A COMPLAINT

- A. Complaint forms shall be made available at the Student Government Administrative Office by the Judicial Council Head Justice. The forms shall solicit information such as the petitioner's name, the respondent's name (if applicable), information regarding the dispute, conflict, or challenge, and the petitioner's contact information.
- B. When a complaint form is submitted, the Judicial Council will consider the complaint at the next scheduled Judicial Council Meeting. If there is not a meeting scheduled within five (5) academic days of the date the complaint was submitted, or within a timeframe conducive to the complaint, the Judicial Council Head Justice will call a special meeting to consider the complaint.
- C. In considering the complaint, the Judicial Council will review the complaint and any submitted evidence and by a majority vote chose to hear the complaint.
 - a. Should the Judicial Council vote to hear the complaint, The Judicial Council Head Justice shall schedule a hearing within ten (10) academic days.
 - b. Should the Judicial Council vote to dismiss the complaint the Judicial Council Head Justice will notify the petitioner within one (1) academic day of when the dismissal was voted on. The petitioner may then request that the Judicial Council write a memo explaining the dismissal decision.

502. SUBMISSION OF EVIDENCE

- 1) Any Petitioner(s) and/or Respondent(s) participating in a given case may submit any relevant information as evidence to the Judicial Council Head Justice.
 - a) Evidence must be submitted (a) attached to the original petition, (b) at least 24 hours prior to the hearing, and/or (c) during the "Petitioner(s)/Respondent(s) Statement" portions of a given hearing

and will otherwise not be considered by the Judicial Council during its deliberation.

- b) When submitting evidence to the Judicial Council, classify the evidence as "Petitioner Exhibit A", "B", "C", etc. and/or "Respondent Exhibit A", "B", "C", etc. upon submission.
 - c) With majority approval from Justices of the Judicial Council present, members of the public may also submit evidence for consideration during the "Public Comment" portion of a given hearing.
 - d) Petitioner(s), Respondents(s) and/or members of the public participating in a given case may not withdraw already submitted evidence.
- 2) Once received, evidence submitted *at least 24 hours prior* to a given hearing will be made readily available to the entire Judicial Council, Petitioner(s) and Respondent(s), through any medium deemed easily accessible by the Judicial Council Head Justice.
 - 3) All evidence submitted in accordance with this section of the Judicial Codes and pertaining to a given case must be considered by the Judicial Council during its deliberation of said case, without exception.
 - 4) All evidence and documentation pertaining to a given case shall be archived by both the Judicial Council and SGAO once a case is closed.

503. **PROCEDURE FOR JUDICIAL COUNCIL HEARINGS**

- 1) Call to Order: The Judicial Council Head Justice Shall Call the Hearing into Session
- 2) Roll Call: Roll call of all Justices present shall then be taken to ensure quorum has been established.
- 3) Introduction of Complaint: The Judicial Council Head Justice shall introduce the complaint as well as any evidence or testimony submitted prior to the hearing relevant to the consideration of the case.
 - a) Upon majority vote of the Judicial Council, the hearing may be moved into closed session in which no members of the public are present. The Judicial Council may only move into closed session if the case being considered is of a sensitive nature.
 - b) The Judicial Council Head Justice shall ask the Petitioner(s) and Respondent(s) if they chose to be represented by counsel during the hearing. At this time the Petitioner(s) and Respondent(s) must state who will be acting as counsel for the hearing. If the Petitioner(s) or Respondent(s) is not present at the hearing but wishes to be represented by counsel, they must notify the Judicial Council Head Justice in advance of the Call to Order. Upon the Introduction of Complaint, the Judicial Council Head Justice will state that the Petitioner(s) and/or Respondent(s) has elected to be represented by counsel and will notify the council who is acting as counsel for the hearing.
- 4) Petitioner(s) Statement: The Petitioner(s) shall be given a total of 15 minutes to make a statement where they advocate the merits of their case and present evidence.
- 5) Respondent(s) Statement: The Respondent shall then be given a total of 15

minutes to make a statement where they shall advocate the merits of their case and present evidence.

- a) Should no Respondent be specified in a case's petition the public comment period shall occur after the Petitioner(s)'s statement instead of before.
- 6) Questioning Period: The Judicial Council shall be given as much time as necessary to question the Petitioner(s) and the Respondent(s) on the complaint, respectively. It is at the discretion of the Judicial Council to decide when the questioning period for each party ends.
- 7) Concluding Statements: The Petitioner(s) and the Respondent(s) shall be given a total of 10 minutes to make a final statement in support of their case. The Petitioner(s) may reserve a portion of the 10 minutes for a rebuttal statement, which they may deliver after the Respondent(s)'s final statement.
- 8) Public Comment: The Judicial Council shall give the public an opportunity to speak on the case being decided before the council. The Petitioner(s), the Respondent(s), or their counsel shall not speak during this time. Members of the public who are unable to stay for the duration of the hearing shall also have the option to share their comments electronically.
- 9) Deliberation: The Judicial Council Head Justice shall adjourn the hearing at which time the council will move into closed session for deliberation. In deliberation the council will be free to discuss the case in the manner dictated by the Judicial Council Head Justice. The Judicial Council Head Justice will, at their discretion, call a vote on the case in which members of the council shall by majority vote reach a verdict in the case. The Judicial Council Head Justice shall notify the Petitioner(s) and Respondent(s) as to the Court's verdict within one (1) academic day.
- 10) Opinion: The Judicial Council shall publish their opinions and make them available for public inspection through the Student Government Administrative Office. A copy of each shall be provided to the parties involved in the case. All opinions must be completed and published within five (5) academic days of the end of case deliberations. The Judicial Council shall arrive at one, several, or all of the following options:
 - a) Majority Opinion. The Justices of the council that made up the majority vote shall choose amongst themselves who will author the Majority Opinion.
 - b) Minority Opinion. If one or several of the Justices disagree with the Majority Opinion, they may publish a Minority Opinion reflecting their disapproval.
 - c) Concurring Opinion. If one or several of the Justices agrees with the verdict of a given case, but disagrees with the rationale behind it, they may publish a Concurring Opinion reflecting such.

504. **CONSIDERATION OF AN APPEAL FROM THE ASUCD SENATE**

- A. If the ASUCD Senate satisfies a two-thirds (2/3) majority vote to require the Judicial Council to reevaluate a decision, the Judicial Council will review the appeal and any submitted evidence and by a majority vote choose to hear the appeal.
 - a. Should the Judicial Council vote to hear the appeal, the Judicial Council

Head Justice shall schedule a second hearing within ten (10) academic days.

- b. Should the Judicial Council vote to dismiss the appeal, the Judicial Council Head Justice shall notify the ASUCD Senate within one (1) academic day after the decision. The ASUCD Senate may then request that the Judicial Council write a memo explaining the dismissal decision.

505. CONSIDERATION OF AN APPEAL FROM A PARTY

- A. The Petitioner or Respondent (the "Appellant") may file an appeal form, which the Judicial Council Head Justice shall make available at the Student Government Administrative Office. The Appellant must submit the form within ten (10) academic days following the Judicial Council's decision of a case. The form shall solicit information such as the name of the case, the Appellant's name, information regarding the appeal, and the Appellant's contact information.
 - a. When the Appellant submits an appeal form, the Judicial Council will consider the appeal at the next scheduled Judicial Council Meeting. If there is not a meeting scheduled within five (5) academic days of the date the party submitted the appeal, or within a timeframe conducive to the appeal, the Judicial Council Head Justice will call a special meeting to consider the appeal.
 - b. In considering the appeal, the Judicial Council will review the appeal and any submitted evidence and by a majority vote choose to hear the appeal.
 - i. Should the Judicial Council vote to hear the appeal, the Judicial Council Head Justice shall schedule a second hearing within ten (10) academic days.
 - ii. Should the Judicial Council vote to dismiss the appeal, the Judicial Council Head Justice shall notify the Appellant within one (1) academic day after the decision. The Appellant may then request that the Judicial Council write a memo explaining the dismissal decision.

506. INJUNCTIONS

- A. A temporary injunction is an order from the Judicial Council that prevents an action from a case party until the Judicial Council can rule on the case, or until the Judicial Council deems it no longer necessary to prevent the action. The temporary injunction shall no longer be in effect after the Judicial Council issues an official ruling on the case.
 - a. The Judicial Council may issue temporary injunctions to maintain the status quo and prevent irreparable damage, or preserve the subject matter of the litigation until the Judicial Council's official ruling, subject to the limitations of the Constitution.
 - b. A hearing for this injunction must be held by week five (5) of the following quarter after whichafter it was ordered.
 - c. Following the hearing, the Judicial Council shall issue an official ruling.
- B. An official ruling is a final decision-from the Judicial Council following a case.

- a. An official ruling can order a case party to perform, or refrain from performing, a certain action.
- b. Official rulings can replace a temporary injunction ordered prior to the hearing.
- c. Official rulings shall be subjected to the limits of the ASUCD Constitution.
- d. Pursuant to the ASUCD Constitution, the final ruling reached by the Judicial Council shall be binding.

JUDICIAL CODE SIX

RIGHTS OF RESPECTIVE PARTIES

600. RIGHTS OF PETITIONER(S) AND RESPONDENT(S)

- A. All Petitioners and all Respondents shall be afforded the following rights in having their cases adjudicated by the ASUCD Judicial Council:
- a. The Right to Impartial Judgement. The impartiality of a Justice may be challenged by either the Petitioner(s) or the Respondent(s) up to one (1) academic day prior to the scheduled hearing. Should a challenge be made, the Judicial Council will consider the challenge prior to the hearing being called to order and by a unanimous vote, excluding the Justice in question, decide to uphold or reject the challenge.
 - b. The Right to Request a Closed Hearing. The Petitioner(s) and Respondent(s) do not have a right to a closed hearing but may request a closed hearing up to one (1) academic day prior to the scheduled hearing. Should a request be made, the Judicial Council will consider the request prior to the hearing being called to order and by majority vote, decide to uphold or reject the request. The Judicial Council may also, as outlined in Judicial Code 502(3)(a) decide independent of a request to hold a closed hearing.
 - c. The Right to Deny the Posting of Audio Recording. The Petitioner(s) and Respondent(s) of a hearing may deny the publication of any audio recording taken during said hearing as per Judicial Code 204 up to one (1) academic day after its adjournment.
 - d. The Right to Seek Counsel. The Petitioner(s) and Respondent(s) may elect to be represented by counsel during a hearing. In exercising this right the Petitioner(s) and Respondent(s) must notify the Judicial Council Head Justice either during the "Introduction of Complaint" section of the hearing procedure or prior to the "Call to Order" section of the hearing procedure.
 - e. The Right To Notice. The Judicial Council Head Justice, when adjudicating a complaint before the Council, shall notify all parties to a complaint within one (1) academic day of a hearing being scheduled of the following items:
 - i. The nature of the complaint against the Respondent(s), and the time and place of the alleged violation, if applicable.
 - ii. The name of the Petitioner(s) who filed the complaint.
 - iii. The exact date, time, and location of the scheduled hearing.
 - iv. The Procedure for Judicial Council Hearings as specified in Judicial Code 502.
 - v. Each party shall be entitled to appear and to participate fully, in all aspects of the proceeding and in equal capacity.
 - vi. The ASUCD policies and/or rules and regulations allegedly violated by the Respondent(s).
 - vii. The Right to Seek Counsel. That the Petitioner(s) and Respondent(s) may elect to be represented by counsel.
 - viii. The Right to Impartial Judgment and the names of the current

Justices of the Council. The impartiality of a council Justice may be challenged by either the Petitioner(s) or the Respondent(s) up to one (1) academic day prior to the scheduled hearing.

- ix. The Right to Request a Closed Hearing. The Petitioner(s) and Respondent(s) do not have a right to a closed hearing but may request a closed hearing up to one (1) academic day prior to the scheduled hearing.
- x. The Right to Request an Appeal. The Petitioner or Respondent of any given case do not have a right to an appeal but may request an appeal after the Judicial Council's decision, as outlined in Judicial Code 505. The Judicial Council Head Justice shall notify all parties of their right to request an appeal when the Head Justice notifies the parties of the Judicial Council's decision in any given case.

JUDICIAL CODE SEVEN

ELECTIONS PROCEDURE

700. CASES PERTAINING TO ELECTIONS COMMITTEE

- A. Cases pertaining to the Elections Committee include, but are not limited to, the following: cases regarding violation points, cases regarding the conduct of one or more members of the Elections Committee.
- B. The Judicial Council Head Justice and Deputy Head Justice must recuse themselves from cases relating to actions taken by the Elections Committee in whole or in part.
 - a. During an election cycle, access to the Judicial Council email shall be deferred to two senior Justices that are not a part of the Elections Committee at the discretion of the Council.
 - b. In the event that the Judicial Council Head Justice or Deputy Head Justice has recused themselves from sitting on the Elections Committee, the Judicial Council Justice(s) who have replaced them must recuse themselves from cases pertaining to the Elections Committee.
- C. When a complaint form is submitted for cases regarding violation points, the Judicial Council Justices not sitting on the Elections Committee will consider the complaint at the next scheduled Judicial Council Meeting. If there is not a meeting scheduled within forty-eight (48) hours of the time the complaint was submitted, the remaining Judicial Council Justices shall call a closed session to consider the complaint.
 - a. In considering the complaint, the three remaining Judicial Council Justices will review the complaint and any submitted evidence and by a majority vote choose to hear the complaint.
 - i. Should the Judicial Council vote to hear the complaint, the Judicial Council Justices reviewing the complaint shall schedule a closed session, review the complaint and all submitted evidence, deliberate, and publish a decision within forty-eight (48) hours of receiving the complaint from the candidate.
 - ii. Should the Judicial Council vote to dismiss the complaint, the Judicial Council Justices reviewing the complaint must notify the petitioner within twenty-four (24) hours of when the dismissal was voted on. The petitioner may then request that the Judicial Council write a memo explaining the dismissal decision.
 - b. One of the remaining Judicial Council Justices must volunteer, or be internally elected to preside over the complaint process and the closed session.
- D. All other complaint and hearing procedures related to elections, including cases regarding the conduct of one or more members of the Elections Committee, shall be consistent with the rest of the Judicial Codes unless indicated otherwise.