

The Supreme Court of Wichita State University

Policies and Procedures of the Court

Approved and Adopted by the Supreme Court on

9th May, 2019

I. General and Administrative

The Court shall be composed of two (2) full-time teaching faculty members appointed by the President of the University and five (5) student members appointed by the President of the Association and confirmed by two-thirds (2/3) of the entire Senate excluding vacant seats. The court shall elect annually a chairperson by a majority vote of the entire court. The term of appointment shall be for three (3) years for faculty and two (2) years for student members. No person shall serve on the court for more than two (2) consecutive terms. Five (5) members shall constitute a quorum, a majority of whom must be students, in any case before the Court

Adoption of Rules- Rule additions and revisions must be approved by a majority of the Supreme Court.

Repeal of Rules- Rules made within the Court shall be repealed with a majority of the Court voting in favor of the repeal.

Attendance Policy- Attendance to Court meetings is mandatory and no more than two absences a semester will be allowed unless prior written notice is submitted to the clerk of the court.

Dress Code- Dress code shall be described as “Business Casual” for private meetings and “Business Formal” in hearings. Failure to comply with the dress code can lead to further disciplinary action at the discretion of the Court.

Removal from office- The Court reserves the right to administer disciplinary action against a member of the Court who violates the attendance policy and/ or statutes of the constitution.

References- In order to shorten text, he/she and his/her shall be referred to as he and his.

II. The Offices of the Court

Chief Justice- The position of the Chief Justice of the court shall be occupied by a member of the student body and be elected by a majority of justices from within the Supreme Court. The chief justice shall serve a renewable two-year term. The chief justice shall preside over all cases and serve as the representative of the

court. In this capacity, the Chief Justice will be required to document meetings (minutes) and keep written record for all case hearings, rulings, and opinions rendered by the Court. The chief justice shall function as the principal officiator of procedure within the court whether it is a private meeting or a public hearing. The chief justice may also appoint an Associate Justice to preside over the Court for private meetings and/or hearings at his discretion and retains the authority to call the Court into session. In the event the office of the chief justice becomes vacant or the chief justice is not able to be in attendance, the most senior associate justice shall assume the role of the presiding justice until the chief justice returns or the court elects a successor in the event the office becomes vacant due to resignation, absence or removal.

Associate Justice- In addition to the chief justice, the Court shall be composed of six associate justices. Each justice shall have the ability to preside over The Court at the discretion of the chief justice. Each justice shall have one vote on Court rulings and opinions. The majority and minority opinion on hearings and official opinions will be represented in the final ruling filed no later than one week after the hearing or rendered advisory opinion. Authoring of these rendered opinions shall be decided by the respective parties in regards to the majority and minority dissent. Individual justices may introduce cases for the Court to determine whether or not the Court will hear the case.

III. Private Meetings and Public Hearings

Private Meetings- The Supreme Court shall meet designated and agreed upon by The Court. These meetings shall be private but, the chief justice may grant any party who has communicated to him prior to the meeting access to the Court at such meetings. The meetings will be adjourned by the chief justice and a majority vote.

Court Hearings- The purpose of the court hearing is to allow interested parties access to an unbiased judicial body. The Court will render its verdict in favor of the majority opinion of the justices present. All oral arguments are open to the public, but seating is limited and on a first-come, first-seated basis. Before a session begins, spectators may wait outside the courtroom in the sitting area and enter once a justice opens the courtroom door. The chief justice or his designate shall preside over the Court and call the room to order. The chief justice will allow each party to present their case beginning with the party filing

the action. Any justice of the court, upon recognition by the chief justice or his designate may speak during the hearing. The Court has the ability to postpone hearings and/ or call the Court into recess at the discretion of the chief justice or designate and with a majority vote in favor of such action.

IV. Court Procedures

Submitting Evidence to The Court- All evidence and documentation must be submitted to the chief justice of the court. It is the responsibility of all parties involved in hearings to submit this evidence as well as a list of those who will be called to testify before the Court no later than forty-eight hours before the hearing. The official form must be filled out prior to any case or opinion being heard. All evidence must be accompanied with consent to release form. A chain of custody receipt shall also be attached to the evidence. After the hearing and subsequent ruling, all evidence shall be returned to the respective party along with a signed custody receipt. No evidence shall be reproduced in any way under any circumstance.

Speaking before The Court- The Supreme Court is designed so that all students may have access to its intended services. The Court will not expect interested parties to act as trained lawyers but rather as representatives of their respective case. The Court will strive to facilitate an environment where all may respectfully voice their opinions and testimony.

Amicus Curiae- An amicus curiae brief that brings relevant information regarding the case before the Court that is not already mentioned by the parties may be found in favor and of value to the Court in making a more sound judgment. It may be admitted to the hearing at the discretion of the Court.

Disorderly Conduct- If any unreasonable repeated actions such as use of profanity, physical violence, or other disruptive action should occur, the Court may dismiss the case immediately.

VI. Rulings and Opinions

Supreme Court Ruling procedure- After the hearing, the chief justice shall call the Court into a private conference. The Court shall write a majority and/ or minority opinion. The official ruling or rendered opinion shall be placed on file in the Dean of Students and the Association's office before the decision can take effect.

Supreme Court Opinions- The Supreme Court may render official opinions at the written request of the President of the Association, the SGA Senate, and the Student Advocate submitted to the Court. In the event that an official opinion is requested, the Court shall review the information submitted and may call members involved to testify before the Court. As in oral arguments, the Supreme Court's opinions will be final and submitted before the respective party(s) and placed on public record in the Dean of Students office and the Association's office. The Court shall write a majority and/ or minority opinion. In the event of a unanimous decision, the Court shall author one opinion. All rulings and opinions of The Court are final.

Traffic Court and University Senate's Library Appeals Committee- As prescribed by the constitution, all students have the ability to appeal the Traffic Court and the University Senate's Library Appeals Committee to the Supreme Court. The Supreme Court shall follow the processes as described above- all rulings are final.

Effective upon filing with the Association office and Dean of Students.