

SUPREME COURT OF ARIZONA

COUNCIL ON JUDICIAL ADMINISTRATION

Amended Administrative Order
No. 87-17

In order to assure the proper development of administrative policies and procedures for the integrated judicial department of the State of Arizona and in accordance with the Administrative authority vested in the Supreme Court by Article VI, Section 3, of the Arizona Constitution,

IT IS ORDERED THAT the attached policies governing the creation of a Council on Judicial Administration for the Arizona judicial system are adopted and shall take effect on June 1, 1987. Copies of the policies shall be distributed to all judges, court administrators, clerks of the superior court, chief probation officers, presidents of court-related associations, and to all persons who request copies no later than 30 days after the effective date of this order. This order supersedes Administrative Order 87-17 issued on May 20, 1987.

DATED AND ENTERED this 2nd day of June, 1987, at the State Capitol in Phoenix, Arizona.

FOR THE COURT

FRANK X. GORDON, JR.
Chief Justice

Supreme Court of Arizona
COUNCIL ON JUDICIAL ADMINISTRATION
Effective June 1, 1987

**Section A
Introduction**

Article VI, Section 1, of the Arizona Constitution states that the judicial power of the state shall be vested in "an integrated judicial department consisting of a Supreme Court, such intermediate appellate courts as may be provided by law, a superior court, such courts inferior to the superior court as may be provided by law, and justice courts." Section 3 provides that "the Supreme Court shall have administrative supervision over all the courts of the state," and gives the Chief Justice the authority to exercise the court's administrative powers. Section 7 further provides that the Supreme Court has authority to appoint an administrative director and staff to assist the Chief Justice in discharging administrative duties.

The Supreme Court has carried out its supervisory responsibilities in accordance with these sections in a variety of ways. Now, as the state judicial system has grown increasingly complex, it is necessary to adopt more formal techniques for integrating the courts and fostering the type of communication needed to assure consistency in the development and implementation of administrative policies. To this end, a Council on Judicial Administration is created to advise the Supreme Court and the Chief Justice on matters of judicial administration.

**Section B
Organization and Administration**

1. Supreme Court

The Supreme Court is the administrative authority for the integrated judicial department in Arizona. In this capacity, the Court is responsible for providing the leadership and direction needed to integrate the state court system and to foster consistency in the development, implementation, and communication of administrative policies and procedures throughout the state court system.

2. Council on Judicial Administration

a. Purposes. Pursuant to the Supreme Court's constitutional mandate, the Council on Judicial Administration shall advise the Court on the development and implementation of policies and procedures related to the integration of the judicial system and the administration of the courts. Under the direction of the Chief Justice, the Council shall identify the needs of the judiciary, study the internal operation of the courts, recommend uniform administrative practices and procedures, and develop programs to improve judicial administration and communication throughout the judicial system. The Council may also advise the Council on Judicial Education and Training on educational needs in judicial administration and the training of presiding judges in their administrative responsibilities.

b. Membership. The Council is composed of the following members: the Chief Justice of the Supreme Court, the chief judges of the Court of Appeals; the presiding judges of the superior court; a juvenile court judge, a justice of the peace, and a municipal court judge, all appointed by the Chief Justice with the approval of the Supreme Court; the administrative director of the courts or the deputy director; and such other judges as may be appointed by the Chief Justice with the approval of the Supreme Court.

c. Terms of Members. Council members holding membership by virtue of their positions shall be members of the Council as long as they hold their respective positions. Members of the Council appointed by the Chief Justice may have terms of varying lengths to encourage continuity on the Council. Council members can be re-appointed for successive terms.

d. Responsibilities of Members. Council members shall actively participate in council meetings, the administration of council affairs, and council committees.

e. Organization. The Chief Justice, or in his absence, the Vice Chief Justice, shall chair the Council and may appoint additional officers as needed to organize and direct the activities of the Council. The Chief Justice may appoint an executive committee, standing committees, and advisory committees to assist the Council in carrying out its responsibilities. Existing Supreme Court committees may be designated as committees of the Council by order of the Chief Justice.

f. Meetings. The Council shall meet no less than twice a year, and additional meetings may be called at the discretion of the Chief Justice. Committee meetings may be called at the discretion of committee chairman.

3. Administration

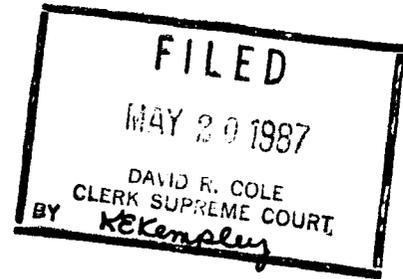
a. Staff. Under the direction of the Chief Justice, the Administrative Director of the Courts may provide staff for the Council and shall conduct or coordinate management and research studies recommended by the Council.

b. Annual Report. Under the direction of the Chief Justice, the Administrative Director may prepare a report on the status of judicial administration in the courts and the work of the Council. The report may be included as part of the annual judicial report of the Arizona courts.

c. Expenses. Subject to availability of funds, travel and per diem expenses of Council and committee members may be paid by the Administrative Office of the Courts pursuant to travel policies and procedures approved by the Supreme Court.

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IT IS ORDERED THAT the attached policies governing the creation of a Council on Judicial Administration for the Arizona judicial system are adopted and shall take effect on June 1, 1987. The copies of the policies shall be distributed to all judges, court administrators, clerks of the superior court, chief probation officers, presidents of court-related professional associations, and to all persons who request copies no later than 30 days after the effective date of this order.

DATED AND ENTERED this 20th day of May, 1987, at the State Capitol in Phoenix, Arizona.

FOR THE COURT

FRANK X. GORDON, JR.
Chief Justice

Supreme Court of Arizona
COUNCIL ON JUDICIAL ADMINISTRATION

Effective June 1, 1987

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Introduction**

Article VI, Section 1, of the Arizona Constitution states that the judicial power of the state shall be vested in "an integrated judicial department consisting of a Supreme Court, such intermediate appellate courts as may be provided by law, a superior court, such courts inferior to the superior court as may be provided by law, and justice courts." Section 3 provides that "the Supreme Court shall have administrative supervision over all the courts of the state," and gives the Chief Justice the authority to exercise the court's administrative powers. Section 7 further provides that the Supreme Court has authority to appoint an administrative director and staff to assist the Chief Justice in discharging administrative duties.

The Supreme Court has carried out its supervisory responsibilities in accordance with these sections in a variety of ways. Now, as the state judicial system has grown increasingly complex, it is necessary to adopt more formal techniques for integrating the courts and fostering the type of communication needed to assure consistency in the development and implementation of administrative policies. To this end, a Council on Judicial Administration is created to assist the Supreme Court and the Chief Justice in developing and implementing policies related to the overall administration of the judicial system, and the efficient and effective processing of cases within the courts.

**Section B
Organization and Administration**

1. Supreme Court

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2. Council on Judicial Administration

a. Purposes. The Council on Judicial Administration shall assist the Supreme Court in developing and implementing administrative policies and procedures designed to accomplish the full and complete integration of the court system pursuant to the Court's constitutional mandate. The Council shall identify the needs of the judiciary, study the internal operation of the courts, recommend uniform administrative practices and procedures, develop programs to improve judicial administration at all levels of the judiciary, and foster greater communication throughout the judicial system. The Council may also advise the Council on Judicial Education and Training on educational needs in judicial administration and assist in the development of programs designed to train presiding judges in their administrative responsibilities.

b. Membership. The Council is composed of the following members: the Chief Justice of the Supreme Court, the chief judges of the Court of Appeals; the presiding judges of the superior court; a juvenile court judge, a justice of the peace, and a municipal court judge, all appointed by the Chief Justice; the administrative director of the courts or the deputy director; and such other members as may be appointed at the discretion of the Chief Justice.

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