

## JCCE Book Club Guidelines

### Concept

The JCCE proposes to institute JCCE sponsored book clubs for its members. As with most book clubs, the idea is to have a group of people read a single book, and gather to discuss the implications/plot/meaning/application of the book to our lives and work. For a “Law and Literature” book club in the courts, some other factors must be taken into account.

1. Book Club participation counts for COJET credit, per ACJA §1-302.
2. Books must have topics related to courts, the justice system, legal and/or ethical and other job-related issues encountered by court staff. Discussion will be centered on these kinds of topics (vs. for example, the quality of the writing, the author’s biography and style, other social or personal issues.)
3. Members of the club should decide the frequency of meetings and contribute ideas for readings to the group.
4. Clubs could meet at different court locations depending on the wishes of the local court/work unit. Local training coordinators are encouraged to use JCCE book club resources to host their own book clubs. If needed for numbers, town and/or county employees could be included in local groups.
5. JCCE members will select books and develop lesson plans to assist local training coordinators to sponsor book clubs. Local clubs may select their own books and develop their own lesson plans as well, and may share them with JCCE for use in other courts around the state.

### Book Club Leader

At the JCCE level, a committee member volunteers to find a suitable book, or use a club suggestion for a book. This leader will:

1. Read the book and recommend whether or not it is appropriate for Law and Literature and COJET credits.
2. Develop a lesson plan for distribution to book clubs around the county/state.
  - a. Plan will provide a basic summary of book themes as related to Law and Literature.
  - b. Lesson plan should include appropriate discussion questions for a minimum 30 minute meeting.
  - c. Lesson plan can include suggestions for film/film clips/music/TV related to the book.
  - d. JCCE will distribute the lesson plan to training coordinators for use in their local book clubs as desired.

### Training Coordinators

1. If training coordinators wish to have a book club at their court, they can use the lesson plan and book suggested and developed by the Book Club Leader or they may designate an interested club member to facilitate the meetings using plans provided.
2. Meet with their local book club to discuss the books.
3. Track the COJET credits locally.
4. Local clubs could also choose their own books and a local leader could develop the lesson plan and facilitate the meetings.

### Books

JCCE does not have funding to purchase books for book club events. Recommendations for books:

1. Leaders should choose books that are widely available at local libraries, schools, used book stores, and online at minimal or no cost.
2. Club members must borrow or purchase their copy of the book in order to participate.
3. Fiction or non-fiction books may be used, but all books should be accessible to a wide range of readers.
4. Once the clubs are established, and if it is desired, copies of books could be collected from members and used by other courts on a rotating basis.

### **Members**

1. Commit to active participation for a given book.
2. Acquire their book themselves.
3. Do the reading on time and participate in discussions.
4. **Earn** their COJET credits (be an active participant).
5. Suggest future books for the club.

### **Calculating COJET credits**

1. Reading time: ½ credit per 30 pages, non-facilitated credit. (1-302, E.5a.)
2. Discussion time: Actual group meeting time, facilitated credit.
3. For facilitators: Two-for-one for the time facilitated, reading time the same as for members. (1-302, E.6.b)
4. For leaders (who develop lesson plans): up to four credit hours in a calendar year. (1-302, E.6.c)

### **Other suggestions**

1. Develop a simple form where members sign to verify that they read the book under discussion.
2. Leaders suggest the amount of COJET credit, both facilitated and non-facilitated for a given book. Leaders also designate the category of credit. (Should the JCCE/TED approve?)
3. Encourage the book clubs at multiple locations, i.e., at Superior Court, at the Training Center, at Green Valley, in Yavapai County at one or more locations, etc.)
4. If this idea takes off, how to's could be a session for the training coordinators conference.
5. Limit book clubs to 15 members.