

SUPREME COURT OF ARIZONA

ARIZONA JUDICIAL COUNCIL

Revised Administrative Order No. 90-13

In order to assure the proper development of administrative policies 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 Arizona Judicial Council are adopted and shall take effect on June 1, 1990. Copies of the attached policies shall be distributed to all judges, justices of the peace, city magistrates, clerks of court, court administrators, chief adult probation officers, juvenile court directors, 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 6 day of June, 1990, at the State Capitol in Phoenix, Arizona.

FOR THE COURT

FRANK X. GORDON, JR.
Chief Justice

Supreme Court of Arizona

ARIZONA JUDICIAL COUNCIL

Effective June 1, 1990

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 Arizona Judicial Council is created to assist the Supreme Court and the Chief Justice in the development and implementation of policies designed to provide: (1) central direction for the administration of all courts, (2) uniformity in court operations, and (3) coordination of court services that will improve the administration of justice in this state.

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 and implementation of policies and procedures throughout the state court system.

2. **Arizona Judicial Council**

a. **Purposes.** The Arizona Judicial Council shall assist the Supreme Court in developing and implementing 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, analyze and plan for future developments, and recommend uniform administrative policies and procedures to improve judicial administration at all levels.

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 Maricopa and Pima counties; the president of the State Bar of Arizona or designee; the administrative director of the courts; two presiding judges of the superior court from non-metropolitan counties, a justice of the peace, a city magistrate, and a public member, all appointed by the Chief Justice; and such other members as may be appointed at the discretion of the Chief Justice.

c. Terms of Members. Council members holding membership by virtue of their positions shall be members of the Council so long as they hold their respective positions. The other members of the Council shall be appointed by the Chief Justice with the approval of the members of the Court and may be appointed for terms of varying lengths to encourage continuity on the Council. Council members may 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 at any time to assist the Council in carrying out its responsibilities. Existing Supreme Court committees may be designated as standing or advisory 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. All meetings of the Council and its committees shall be noticed and open to the public. Standing or advisory committee meetings may be called at the discretion of the committee chairperson.

g. Proxies. Council members should make every effort to attend meetings; however, a member who is unable to attend a meeting may designate another Council member to serve as his or her proxy on motions before the Council. Designation of another Council member as proxy shall be made in writing and shall state whether the proxy is authorized to vote for the absent member on only specific issues or on all issues before the Council. A Council member may carry only one proxy vote at each meeting.

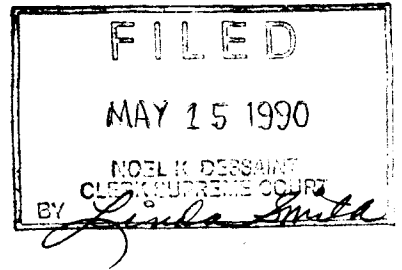
h. Actions. Two-thirds of the Council membership shall constitute a quorum. Approval by a majority of those voting, whether in person or by proxy, shall constitute an action of the Council.

3. Administration

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

b. Annual Report. Under the direction of the Chief Justice, the Administrative Office of the Courts may prepare a report on the status of judicial administration in the courts and the work of the Council. This 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 the 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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DATED AND ENTERED this 15 day of May, 1990, at the State Capitol in Phoenix, Arizona.

FOR THE COURT

FRANK X. GORDON, JR.
Chief Justice

Supreme Court of Arizona

ARIZONA JUDICIAL COUNCIL

Effective June 1, 1990

Introduction

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g. Actions. Two-thirds of the Council membership shall constitute a quorum. Council members should make every effort to attend meetings; however, a member who is unable to attend a meeting may designate another Council member to serve as his or her proxy on motions before the Council. A three-fourths vote of the Council membership shall constitute an action of the Council.

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