



JUDICIAL BRANCH

UCF Student Government
Judicial Council Meeting
[\[Zoom\]](#)
[dd/mm/yyyy]
[6pm]

MEETING AGENDA

1. Call to Order: 5:02 pm
2. Roll Call & Verification of Quorum: 9/11

Name	Email	Initial	Final
Lisyibet Silva	sga_cjus@ucf.edu	P	P
Jake Hanson	sgjcinternal@ucf.edu	P	P
Daniel Rivera	sgjcexternal@ucf.edu	P	P
Shanel Moya	sga_jc2@ucf.edu	P	P
Eliza Doyle	sga_jc4@ucf.edu	P	P
Ayaka Kimura	sga_jc8@ucf.edu	P	P
Yuka Kimura	sga_jc10@ucf.edu	P	P
Justin Davis	sga_jc11@ucf.edu	E	P
Kennedi Ray	sga_jc12@ucf.edu	P	P
Lynn Van Kirk	sga_jc13@ucf.edu	E	E
Shelby Morgan	sga_jc14@ucf.edu	P	P

3. Approval of the Minutes: Justice Moya
4. Approval of the Agenda: Justice Rivera
5. Announcements from the Committee Chair-
 - a. Welcome to precedent!!!!
6. Announcements from the Committee Vice Chair-
 - a. n/a

*This meeting is held in compliance with the Government in the Sunshine Act.
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7. Old Business-

a. Parking Appeals:

- i. Recent students who have appealed have not gone to the first round of appeals yet. The person at Parking and Transportation Services changed, and this has changed their perception of our relationship with appeals and us being the second level of appeals.
- ii. We are here to help delve into a deeper understanding of each student's circumstances, and usually, we are the ones that they leave those students to be appealed to.
- iii. On our end: could put a required question that forces students to acknowledge that they have gone through the first level of appeals
 1. Could wait it out to add this required question to the parking appeal form
 2. Problem is that the old data gets erased when we save the new version of the form
- iv. Another change to note: will not be holding over-the-phone appeals due to accessibility for the Justices; will keep Zoom and writing appeals
- v. Could have a month-long trial to see if this changes the situation
- vi. Could do a video with a ticket on a car, and then walk through the process of what to do next
 1. Car photoshopped in a pond credits to Lynn

8. New Business-

a. Parking Appeals Knightconnect Form

- i. Ensure that the forms are updated and the required questions are put.
- ii. Could create a new form, so we can rename old form and make the other new form available
- iii. Current format already puts data into the excel, but the problem may arise that half of the data is in the old form, half of the data is in the new form when filling out end of the year audit
- iv. Would have to be a new form, but will have to make it so that it does not have to be changed next time
- v. If we have to pilot it, can do it so that every Justice can take the data from the KnightConnect
 1. Change Chief Justice to Justice Silva – completed 10/3/23
 2. Change SGA to SG – completed 10/3/23
 3. Change Knights mail references to University email

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4. Change location of SG office in the Judicial Branch flyer
5. Delete Scheduling of Hearing question – completed 10/3/23
5. Could add required question and short paragraph that explains that the students have to go through the first level of appeals. Have a eligibility page that doesn't let them proceed without answering. Could separate and have different conditioning for the questions. Could have a secret third page that takes students to information for first level of appeals if they answer No and have students that answer YES go directly for 4th page.
 - a.) Question about student requirements of being enrolled
 - b.) Have you had your citation upheld by the University Parking Services Committee?
- vi. Added Eligibility page to Parking Appeal Form Copy on KnightConnect
 1. Have one secret page that contains all questions and answers to all possible questions:
 - a.) If not a student, then not eligible for appeals
 - b.) If you have not appealed thorough Parking Services, then you can go to first level of appeals.
 - b.) Figure out a schedule and clear ideas of what we would like from our guest speakers next meeting
 - I. Official Outline for the Meeting
 - a.) Parking Appeal form, Title IX form, Impartial Advising form, partnership with the graduate students (qualifications/certification to give the students assisting)
 - i.) start with impartial advising form
 - ii.) show what we will be keeping in parking appeals form
 - b.) Show forms and what we are working with: Statistics on number of appeal cases
 - c.) Print out forms and statements
 - d.) Gauge interest in helping us with translating project
 - e.) Emphasize that this will be a flexible and also ongoing project; as there could be changes in the future. Could also figure out a system for projects that would work for the students or if they want check-ins at Precedent meetings
 - f.) Ask about which grad students will be helping us: Grad students in the Legal World students vs Grad students in Spanish department, in general to ensure that the specialized terms are translated/communicated properly

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- g.) Could also ensure that two students are checking over it, or have a proper checking mechanism to catch possible mistakes
- II. Could make a presentation in Canva for the meeting

9. Member Discussion-

a.

10. Miscellaneous Business-

- a. Prepare questions for Dr. Humberto Lopez and Professor Rubiera
- b. Found this so feel free to use this to become familiar with how we can all help to change the forms: [Adding Logic to a Form – Engage Help Center \(campuslabs.com\)](#)
- c. Also just general understanding of how using the organization system works: [Using Engage – Engage Help Center \(campuslabs.com\)](#)

11. **Question of the Day:**

12. Final Roll Call:

13. Adjournment: 5:57 pm

Key:

P - Present

A - Absent

MTD - Move to Debate

MTV - Move to Vote

MTA- Move to Amend

PP - Postpone

PPI - Postpone Indefinitely

GC - General Consent

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