



JUDICIAL RULES OF PROCEDURE

Effective: October 12, 2026

CODE OF CONDUCT ≡

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Code of Conduct

1. All Justices shall communicate professionally in their roles with all UCF community members.
2. All Justices shall adhere to the Judicial Rules of Procedures and Title V.
3. All Justices shall abstain from taking a side in any Student Body Presidential campaigns
4. All Justices shall uphold the integrity and independence of the judiciary
5. All Justices shall avoid impropriety and the appearance of impropriety in all activities through:
6. Recusing oneself from cases as appropriate
7. Reveal any possible connections prior to any hearing, if recusal is deemed inappropriate
8. Being clear about the role and capacity of any justice when interacting with others through official channels (i.e. Student Government Agents, SGLC/JLC Members, UCF officials, etc.).
9. All Justices shall respect and comply with the law and act in a way that promotes public confidence in the integrity and impartiality of the Judiciary.
10. All Justices shall not allow family, social, political, or other relationships to influence their conduct or judgment, nor shall any Justice convey, or permit others to convey, the impression that anyone can influence any Justice.
11. All Justices shall not lend the prestige of the Judicial Office to advance the personal interests of the Justices or others.
12. All Justices shall be patient, dignified, and courteous to all with whom any Justice deals within an official capacity.
13. All Justices shall perform Judicial duties without bias or prejudice. All Justices shall not, in the performance of Judicial duties, by words or conduct, manifest bias or prejudice, including but not limited to bias or prejudice based upon race, gender, religion, national origin, disability, age, sexual orientation, or socio-economic status
14. All Justices shall dispose of all matters fairly, promptly, and efficiently
15. All Justices shall not make any public comment about a pending or impending proceeding of the Judicial Council without prior approval
16. All Justices shall not disclose or use, for any purpose unrelated to their judiciary capacity, non-public information acquired in a judicial capacity.
17. Any Justices violating any rules within this code of conduct shall be subject to sanctions
18. Anything not listed in this Code of Conduct must be decided by a supermajority of The Council to be added.

Section 1: General Provisions

Rule 1.01 Scope and Authority

1. Within the context of a case, The Council may remove or amend any rule by a majority vote.
 - A. The vote must be recorded by the Internal Assistant Chief Justice, or designee, in Council records.

Rule 1.02 Definitions

1. “Complaint” refers to the initial council brief of a person who is requesting relief.
2. “Appeal” refers to the initial council brief of a person requesting The Council to review an action or decision of Student Government or other affiliated entities.
3. “Complainant” refers to the person(s) having filed any complaint with The Council.
4. “Respondent” refers to any person(s) against whom a complaint is filed with The Council.

5. “Appellant” refers to any person(s) who filed an appeal with The Council.
6. “Appellee” refers to any person(s) against whom an appeal is filed with The Council.
7. “Party” refers to a person or group of persons involved in proceedings before The Council.
8. “Person” includes both currently enrolled students at the University of Central Florida and entities created under and/or subject to the *Student Body Constitution* or *Student Body Statutes*.
9. “Clear and convincing evidence” suggests that the claim supported by the evidence is highly and substantially more probable to be true than not.
10. “Preponderance of the evidence” suggests that a fact is more likely true than not true.
11. “Academic day” is defined as one in which the University of Central Florida is considered open and classes are scheduled to occur. Academic days exclude weekends.
12. “Judicial Hearing” refers to a meeting of the Judicial Council to examine official acts.
13. “Motion” refers to the memoranda filed with the Judicial Council to request a specific action to be taken.
14. “Submission” refers to the submission of the forms on the Judicial Branch’s KnightConnect forms as the official method of receiving requests.
15. “Advisory opinion” refers to an opinion composed by the Precedent Committee. This opinion is non-binding and is issued in an advisory capacity.
16. “Summons” refers to a document that is signed by the Chief Justice to the parties of a particular complaint/appeal that includes the date and time of the scheduled hearing.
17. “Writ” refers to a formal written mandate from The Council to act, or abstain from acting, in some way.
18. “Tangible Evidence” refers to any physical object including, but not limited to, documents, photographs, and recordings relevant (pursuant to Rule 7.01) to the case.
19. “Witness” refers to a person or member of the university community that shall provide relevant testimony. Witnesses are not considered a part of a party.
20. “Executive Session” refers to a meeting of the Judicial Council that is not subject to recording, nor applicable to Sunshine State Law.
21. “Primary Advisor” refers to a justice who has been trained and can serve as a solo advisor, lead an impartial advising case, and can provide shadowing training for a Justice.
22. “Statement” means a person’s oral assertion, written assertion, or nonverbal conduct, if the person intended it as an assertion.
23. “Impartial Advising” shall be considered a personalized form of assistance provided by Justices to students participating in any University process under the purview of the Judicial Council.
24. “Summary Judgment” allows the Judicial Council to render a decision without proceeding to a full hearing, based on the evidence and arguments presented in the appeal documentation.
25. “Reasonable Sanctions” shall be any sanction determined by The Council by a majority vote.

Rule 1.03 Sanctions for Persons Involved in Judicial Matters

1. The Council has the authority, by a majority vote, to determine reasonable sanction(s) proportionate to the offense and sufficient to deter further violations of the *Judicial Rules of Procedure*.
2. Anyone found to be in violation of the Code of Conduct may be referred to Student Conduct and Academic Integrity.

Rule 1.04 Burden of Proof

1. The “Burden of Proof”, to be met by the Complainant, shall be a preponderance of evidence.
2. The decision of The Council shall be based solely on the evidence presented during the hearing.

Rule 1.05 Representation

1. All parties must be present at any proceeding before The Council. A party may attend through a designated representative.
 - A. The Chief Justice shall send a summons to all the named parties on behalf of The Council.
2. Should a party fail to appear to a hearing, the hearing may proceed without the party's participation.
3. Should a party wish to designate a representative, The Council must receive a written request three (3) academic days prior to the scheduled hearing time. The requesting party must notify the opposing party.
 - A. A designated representative must:
 - I. Not claim any privilege associated with private legal counsel.
 - II. Be a currently enrolled student at the University of Central Florida.
 - III. Be appointed by The Council at the request of a party.
 - B. This rule does not restrict a party's right to an advisor.

Rule 1.06 Attendance at Hearings

1. All hearings conducted by The Council are open to the public and must be announced in accordance with the Florida's Sunshine Law, unless found or stated otherwise.

Rule 1.07 Regular Meeting Sessions

1. The Council shall convene and/or communicate regularly to conduct normal business matters, excluding university holidays or closures.
2. A meeting agenda must be created and made available for all in attendance.
 - A. A Regular Meeting session may enter an executive session with a simple majority vote.
3. Follow all the applicable requirements of the Florida's Sunshine Law.
4. The Chief Justice, or designee, shall notify the Judicial Council of regularly scheduled meetings no later than three (3) business days prior to the first scheduled meeting.

Rule 1.08 Special Meeting Sessions

1. The Chief Justice may call a special meeting at their discretion.
 - A. By majority vote, The Council may enter an executive session during any meeting.
2. A majority of the Judicial Council may request a special session and must notify the Chief Justice of their request.
 - A. The request must be in the form of a signed memorandum.
 - B. The Chief Justice is required to honor the request if signed by the majority of the Judicial Council.
3. All special meetings are required to honor the applicable provisions of the Florida's Sunshine Law.
4. The Chief Justice, or designee, shall notify the Judicial Council of special meetings no later than twenty-four (24) hours prior to the meeting

Rule 1.09 Amending the Judicial Rules of Procedure

1. Any Justice may propose an amendment to the Judicial Rules of Procedure before the Internal Rules Committee.
 - A. The Internal Rules Committee or Chief Justice are the only entities that may bring a proposed amendment to the full Judicial Council for consideration.
2. Any proposed amendment must be approved by a simple majority of The Council.
3. The Chief Justice must sign and forward the signed amendment to the Senior Student Affairs Officer or designee for final approval.

- A. The Senior Student Affairs Officer or designee has ten (10) academic days upon receipt of the amendment to sign the amendment
- B. Inaction within the ten (10) academic day window will result in an automatic approval.

Section 2: Powers and Duties of The Judicial Council

Rule 2.01 Responsibilities of an Associate Justice

- 1. Remain fair and impartial on all business before The Council.
- 2. Complete training on the following governing documents:
 - A. Student Government Constitution and Statutes
 - B. Judicial Rules of Procedure
 - C. Robert's Rules of Order
- 3. Complete Financial Training (once per fiscal year).
- 4. Complete Student Conduct Training (once each academic year).
- 5. Complete Impartial Advising Training.
 - A. Title IX Training is not included in this requirement.
- 6. Attend scheduled Council proceedings unless excused by the Chief Justice, or an Assistant Chief Justice.
- 7. Sit on a Judicial Council committee unless excused by the Chief Justice.
- 8. Act as a mentor for the Student Government Leadership Council (SGLC) and the Judicial Leadership Council (JLC).
- 9. Adhere to the internal Judicial Code of Conduct.
- 10. Disclose any conflicts of interest that may arise.
- 11. Recuse oneself from a case if there is conflict of interest.
- 12. Work closely and efficiently with other members of the Judicial Branch.
- 13. Build a positive relationship with all students, faculty, staff, and other SG agents.

Rule 2.02 Powers and Duties of the Chief Justice

- 1. Act as the head and Chief Administrative Officer of the Judicial Branch.
- 2. Appoint two Assistant Chief Justices with all current Justices eligible for appointment.
 - A. Appointments must be confirmed by a majority vote of the Student Body Senate.
- 3. Remove any Assistant Chief Justice at any time, if deemed appropriate.
 - A. If removed, the Assistant Chief Justice is considered resigned from that position.
- 4. Administer annual training on The Council's governing documents.
- 5. With majority concurrence from The Council:
 - A. Determine if The Council will hear an appeal including, but not limited to, Judicial Review and Hearing.
 - B. Remove any Justice from a case who is deemed to have a conflict of interest.
- 6. May designate a Justice to administer the "Oath of Office" should the Chief Justice be unavailable.
- 7. Has the authority to assign duties to members of The Council.
- 8. Be the Judicial Council representative and report the dealings and/or status of the Judicial Council at each Senate meeting.
 - A. Has the power to delegate the task to an Assistant Chief Justice or Associate Justice.

9. May act as an advisor to every committee within the Judicial Council.
 - A. Does not have voting power unless needed to break a tie.
10. Must notify the Judicial Council of all resignations of Associate Justices within five (5) academic days.
11. Must give weekly verbal or written reports on all appeals submitted, accepted, and denied to the Judicial Council.

Rule 2.03 Powers and Duties of the External Assistant Chief Justice

1. Be responsible for marketing the Student Government Leadership Council and the Judicial Leadership Council.
2. Organize and facilitate the Student Government Leadership Council and the Judicial Leadership Council with the Internal Assistant Chief Justice.
3. Maintain consistent communication and cooperation between the Judicial, Executive, and Legislative Branches.

Rule 2.04 Powers and Duties of the Internal Assistant Chief Justice

1. Ensure consistent communication between themselves and committee chairs.
2. Has the power to verify quorum at Council proceedings.
3. Organize and facilitate the Student Government Leadership Council and the Judicial Leadership Council with the External Assistant Chief Justice.

Rule 2.05 Provisions of the Assistant Chief Justices

1. Shall be scheduled for a total of twenty (20) hours each pay period.
2. Meet consistently with the Chief Justice to discuss matters pertaining to the Judicial Council.
3. In their absence, the Chief Justice may designate either of the Assistant Chief Justices as Acting Chief Justice for a period of no more than five (5) academic days. They must also notify both the Student Body President and the Speaker of the Senate of this designation.
 - A. Upon designation, the Acting Chief Justice will assume the duties and powers of the Interim Chief Justice.
 - B. The Chief Justice may end the designation at any time and resume the duties and powers of the Office of the Chief Justice.

Rule 2.06 Powers and Duties of the Interim Chief Justice

1. The selection and duties of the Interim Chief Justice can be found in Title V under Chapter 5, Section 501.6

Rule 2.07 Resignation from Office

1. Any Justice wishing to resign from their respective office must submit proper written notice to the Chief Justice.

Section 3: Attendance Policy

Rule 3.01 General Provisions

1. All Council members must attend all Council proceedings unless excused by the Chief Justice or designee.
 - A. The accumulation of more than two (2) unexcused absences and two (2) excused absences in an academic semester may result in the resignation of an Associate Justice.
2. Recommendation of resignation due to attendance shall be at the discretion of the Chief Justice with the concurrence of The Council provided the Justice has met or exceeded Rule 3.01.1a.

Rule 3.02 Notification of Absence

1. Excuses for absences in Judicial Council proceedings must be communicated through the appropriate means determined by the Internal Assistant Chief Justice.
 - A. Excuses must be communicated to the Internal Assistant Chief Justice or the Chief Justice prior to the proceeding.
 - B. Excuses for committee meeting absences must be submitted to the committee chair prior to the meeting.
2. Excuses may be communicated after the absence, but only in extenuating circumstances.
3. If requested, proof of any excuse must be provided to the Internal Assistant Chief Justice or the Chief Justice upon receipt of request.
4. Absences will be deemed excused by the Chief Justice or Internal Assistant Chief Justice.
 - A. The Chief Justice may override any attendance decision made by the Internal Assistant Chief Justice.
 - B. The Internal Rules Committee may override any attendance decision made by the Chief Justice by a simple majority vote within five (5) academic days of the decision.

Rule 3.03 Excused Absence Qualifications

1. If an absence falls within any of the following six (6) criteria, it shall be deemed a valid excuse for missing a Judicial Council event:
 - A. Official University event
 - B. Scheduled class meeting
 - C. Personal illness
 - D. Work obligation
 - E. Emergency
 - F. Religious observance
2. All other absences that do not meet the criteria shall be addressed on a case-by-case basis and excusal is at the sole discretion of the Chief Justice and the Internal Assistant Chief Justice.
3. An excused absence pertaining to a special meeting does not count towards the allotted excused absences for the semester.

Section 4: Judicial Council Committees

Rule 4.01 Composition of the Committee

1. Each committee shall be composed of at least four (4) Justices of the Judicial Council, not including the Chief Justice.
2. Each committee must have a Chair in accordance with Rule 4.02.2.
3. The Chief Justice shall serve on every committee as an advisor to the committees.
 - A. In the event of a tie, the Chief Justice must cast the tie-breaking vote.
4. The Chief Justice may appoint any faculty or staff to the committee as advisors with no voting privileges when deemed appropriate.
5. Students participating in the Student Government Leadership Council or Judicial Leadership Council are allowed to sit in on any committee. These individuals cannot participate in debate and shall have no voting privileges.

Rule 4.02 Powers and Duties of the Chair

1. The Chair and Vice Chair must each be an Associate Justice of the Judicial Council.

2. The Chair must be selected at the first committee meeting by a majority vote of the voting committee members or be appointed by the Chief Justice.
3. In the event of a vacancy, a new Chair must be voted on or appointed at the next scheduled committee meeting.
4. The Chair is responsible for setting up all meeting times and locations and notifying The Council and committee members at least twenty-four (24) hours prior to the meeting.
5. The Chair is responsible for assigning all jobs and duties to members of the committee including the Vice Chair.
6. The Chair or designee is responsible for giving a committee report at every regularly scheduled General Council meeting.
7. The Chair must ensure that all committee meetings are in accordance with Title XII of the Student Body Statutes.

Rule 4.03 Powers and Duties of the Vice Chair

1. The Vice Chair must be selected at the first committee meeting by a majority vote of the voting committee members, appointed by the Chief Justice, or the committee Chair.
2. The Vice Chair shall record the minutes of the meetings.
3. In the temporary absence of a committee Chair, the Vice Chair shall have the power to chair a committee meeting and make committee reports during General Council.
4. The Vice Chair is responsible for completing and carrying out all duties assigned by the chair.

Rule 4.04 Internal Rules Committee (IRC)

1. The Internal Rules Committee shall present any updates and/or additions to the *Judicial Rules of Procedure* to the full Council.
 - A. The Internal Assistant Chief Justice must be a member of the Internal Rules Committee.

Rule 4.05 Precedent Committee

1. The Precedent Committee shall deliver advisory opinions that:
 - A. Never represent the disposition of The Council on the question being asked
 - B. Shall be formatted as a General Council memorandum.
 - C. Shall be unsigned by the author(s)
 - D. Must only address questions of internal processes, law, or Student Body Statute.
2. All advisory opinions shall be published by the Precedent Committee.
3. The Internal Assistant Chief Justice must be a member of the Precedent Committee.

Rule 4.06 Judicial Experience Committee (JEC)

1. The Judicial Experience Committee shall serve to organize events with the purpose of creating social bonding for Justices.
 - A. Events must be held at least once in an academic semester.

Rule 4.07 Judicial Outreach Committee (JOC)

1. The Committee Must:
 - A. Serve to plan and execute large scale Judicial Branch outreach efforts and events.
 - B. Events must be held at least once in an academic year.
2. The External Assistant Chief Justice must be a member of the Judicial Outreach Committee.

Rule 4.08 Judicial Advertisement and Marketing Committee (JAM)

1. The Committee Must:
 - A. Serve to develop and execute marketing strategies for the Judicial Branch.

2. The External Assistant Chief Justice must be a member of the Judicial Advertisement and Marketing Committee.

Rule 4.09 Establishing an Ad-Hoc Committee

1. To establish a new committee, a Justice shall submit a proposal consisting of the goals and purpose of the committee to the Chief Justice. The proposal must be presented at the next General Council meeting to vote on the proposal. The committee shall be established by a two-thirds (2/3) vote of the Judicial Council.
2. Immediately following the establishment of a new committee, all Justices interested in serving on the committee shall inform the Chief Justice. The Chief Justice is responsible for scheduling and notifying the entire Council of the first meeting. A Chair shall be voted on at the first committee meeting or be appointed by the Chief Justice.
3. After a committee has achieved its purpose, or the committee does not need to continue, the Chief Justice may dissolve the committee. The Judicial Council may vote to overturn a decision made by the Chief Justice by a two-thirds (2/3) vote or terminate the committee by a two-thirds (2/3) vote.
4. All Ad-Hoc Committees must follow all rules that govern committees unless stated otherwise in this rule.
5. All Ad-Hoc Committees may be made permanent committees by a simple majority vote of The Council after being proposed by the Internal Rules Committee.

Section 5: Judicial Council Training

Rule 5.01 Orientation

1. The members of The Council are required to attend an orientation and training session.
2. The training session(s) and/or orientation shall be conducted by the Chief Justice, in cooperation with the Internal and External Chief Justices.
3. The orientation and training session(s) shall include education of the following: (1) *Judicial Rules of Procedure*, (2) the *Constitution of the Student Body of the University of Central Florida*, (3) the *Student Body Statutes*, (4) *Robert's Rules of Order*, and other areas deemed important by The Council.

Rule 5.02 Supplemental Training(s)

1. Every Justice is required to attend and/or successfully complete, at a minimum, the following:
 - A. Financial Training
 - B. Student Conduct Board Training
 - C. Integrity & Ethical Decision-Making Training
 - D. Impartial Advising Training

Section 6: Pre-Hearing Actions

Rule 6.01 General Council Policies

1. Any person may bring to the attention of The Council any case or controversy arising under the *Student Body Constitution*, *Student Body Statutes*, or University regulation in the form of a council brief.
 - A. Includes but is not limited to:
 - I. Election Violation Appeal
 - II. Election Contestment
 - III. Impeachment

- IV. Caucus Vote of No Confidence Appeal
 - V. Judicial Review
 - VI. RSO or individual funding decisions made by the Legislative Branch
 - VII. RSO or individual probation decisions made by the Legislative Branch
2. Parties should be prepared to address questioning from The Council that may not relate to arguments presented in submissions.
 3. The Council will provide both parties, no later than two (2) academic days prior to the scheduled date of the hearing, with all submissions, all witness lists, all evidence/exhibits, and all scheduled pre-hearing motions.
 - A. All evidence/exhibits used to support a party's submission must conform to the *Florida Rules of Evidence* as outlined in Section 7.

Rule 6.02 Filing of Complaint & Response

1. Upon receipt, The Chief Justice must accept or deny the submission, and must inform parties and The Council of their decision
 - A. The Chief Justice may only deny the appeal if it does not meet Rule 6.01.1, or if they believe the appeal is without merit or standing.
2. Upon receipt of the respondent/appellee submission or motion, the Chief Justice must forward said submission to the Assistant Chief Justices, Associate Justices, and all other officers of The Council.
3. If the appeal has been accepted, The Council may grant a temporary injunction of any appealable outcome by a simple majority.

Rule 6.03 Pre-Hearing Motions

1. Pre-Hearing motions must be restricted to requests of the following:
 - A. Summary Judgement of Complaint/Appeal
 - B. Dismissal of Complaint/Appeal without prejudice
 - C. Withdrawal of Complaint/Appeal
 - D. Recusal of a Justice
 - E. Hearing Reschedule
2. Pre-Hearing motions must be filed with the Chief Justice, or designee, no later than three (3) academic days before the scheduled hearing date.
3. Motions to dismiss, summary judgement, or recusal of a Justice must be granted by a two-thirds (2/3) vote of The Council.
4. Motions to reschedule the hearing date may be granted at the discretion of the Chief Justice.
5. Pre-Hearing motions shall be heard and must be ruled on once the hearing has been called to order, but prior to the start of the opening arguments/oral arguments.
6. Each party's right to be heard on each pre-hearing motion shall be restricted to two (2) minutes.
 - A. Additional time may be granted with a simple majority vote of The Council.

Rule 6.04 Motion for Evidence Requests

1. Motions to request evidence must be submitted to the Chief Justice no later than three (3) academic days prior to the date of the scheduled hearing.
2. The Chief Justice will sign an order on behalf of The Council to the party in which the request is being directed towards.
3. Any person that has been served with an order from The Council and fails to comply with the issued order is subject to sanctions issued by The Council pursuant to Rule 1.03.

Section 7: Evidence

Rule 7.01 Types of Evidence Permitted

1. The Council may, at its discretion, expand or limit the amount and types of evidence to be allowed in a hearing. The Council may consider the *Florida Rules of Evidence* when determining the admissibility of evidence.

Rule 7.02 Relevant Council Decisions

1. A party may submit or cite prior relevant Precedent Committee standings or Council decisions for consideration.

Rule 7.03 Witness Testimony

1. The testimony of a witness may be presented verbally before The Council or in the form of a signed affidavit.
 - A. The affidavit must include the following statement: "In accordance with Title V and the Judicial Rules of Procedure, I declare that I have read the foregoing affidavit and that the facts stated in it are true."
2. Only witnesses who are identified in a party's list of witnesses must be called before The Council to testify. Testimony from a witness not identified in the calling party's brief must be expunged from the record.
3. Any party may request The Council to issue an order to summon a witness to appear before The Council. All requests shall be submitted to The Council in writing no later than three (3) academic days before the scheduled date of the hearing.
 - A. Motions to exclude witness testimony must be submitted to the Chief Justice, or designee, no later than one (1) academic day prior to the date of the scheduled hearing.

Section 8: Judicial Hearing Procedure

Rule 8.01 General Provisions

1. The Chief Justice, or designee, shall preside over all hearings.
2. All sitting Justices have an equal vote on each issue including the Chief Justice.
 - A. If the Chief Justice is presenting the case, they do not have voting power on the matter.
3. Additional time may be granted by a simple majority.
 - A. A Justice may motion for Council to recess.
 - B. Equal time must be granted to both parties.
4. The hearing may not exceed four (4) hours without majority vote of The Council.
5. All hearings are open to the public.
 - A. During deliberations, the Judicial Council must meet in executive session.
6. Quorum shall set at fifty percent (50%) plus one (1) of the current membership of the Judicial Council. The Chief Justice, or designee, must be a part of the Quorum.

Rule 8.02 Order of the Hearing

1. Call to Order
 - A. Hearing is called to order, roll call is taken, and verification is done by the Chief Justice or designee.

2. The Judicial Council may issue a summary judgment by a two-thirds (2/3) vote of its quorum.
3. Affirmation
 - A. All persons will be advised of the following: “Please be advised that any false, or misleading information that you provide during this hearing is a violation of UCF Regulation 5-008 .”
 - B. All university officials or Student Government Staff shall be advised the following: “It is an expectation of the Student Government and the University that the statements you provide in today’s hearing are truthful and accurate.”
 - C. A person found providing false or misleading information may be subject to sanctions pursuant to Rule 1.03.1.
4. Opening Statements
 - A. The order of the statements must be:
 - I. Complainant
 - II. Respondent
 - B. There will be a five (5) minute time limit for each party to present their opening statement to The Council.
5. Case in Chief
 - A. The order of the statements must be:
 - I. Complainant
 - II. Respondent
 - B. The statements include presentation of evidence and witnesses.
 - C. Each party will present their evidence, the opposing party will have an opportunity to question the evidence, and The Council shall have an opportunity to question the evidence.
 - D. Each party will present their witnesses individually, the opposing party will have an opportunity to question the witness, and The Council shall have an opportunity to question the witness.
6. Final Questioning by The Council.
 - A. The Council may ask any further questions they feel are relevant.
7. Closing Arguments
 - A. The order of the statements shall be:
 - I. Complainant
 - II. Respondent
 - B. There will be a five (5) minute time limit for each party to present their closing statement to The Council.
8. Deliberation
 - A. Deliberation will take place at the conclusion of closing arguments.
 - B. The Justices must meet in an executive session to deliberate.
 - C. The final decision must be made by a simple majority of The Council.
9. Adjournment
 - A. The ruling of The Council becomes final and binding when announced.
 - B. The majority opinion of The Council must be published by the Chief Justice, or designee, within ten (10) academic days from when the hearing adjourned.

- I. Any Justice may issue opinions concurring, in whole or part, or dissenting, in whole or part, from the majority opinion.

Rule 8.03 Objections

1. The opposing party has the ability to present a timely objection to a question asked to a witness.
2. The Chief Justice, or designee, has the authority to overrule or sustain any objections made.
3. The Chief Justice, or designee, may consider the *Florida Rules of Evidence* when determining the validity of an objection.

Rule 8.04 Disruptive Behavior

1. The Chief Justice, or designee, may remove any person from a hearing for disruptive behavior that hinders the progression of the hearing.
 - A. Any person who is removed from the hearing shall forfeit their rights to the hearing and the hearing will continue without them.

Section 9: Impartial Advising

Rule 9.01 General Provisions

1. Advising is the responsibility of all Justices.
2. The Chief Justice, or designee, shall appoint a Justice to an advising case.
 - A. Before a Justice is assigned as a primary advisor, they must have shadowed a minimum of one (1) impartial advising case under another advisor.
 - B. The Chief Justice has the ability to recuse or reassign an advisor if deemed necessary.
3. Upon assignment, the primary advisor must reach out to the advisee within three (3) academic days.
4. If a Justice is designated as a mandatory reporter, a written disclosure must be made before setting up an advising appointment.

Rule 9.02 Restrictions on Impartial Advising

1. Justices must not advise on any cases under the following sections of UCF Regulation 5-008
 - a. UCF-5.008 (5)
 - b. UCF-5.008 (6)
2. The Chief Justice, or designee, may deny any case at their discretion.

Section 10: Judicial Review

Rule 10.01 General Provisions

1. The Chief Justice must respond to a request for Judicial Review within three (3) academic days of submission through the provided online form.
2. A Judicial Review shall be considered a specialized type of general Judicial Hearing. A Judicial Review shall follow all the rules that govern Judicial Hearing Procedure, outlined in Section 8, unless specifically stated otherwise in this section.
3. Both parties shall have a total of thirty (30) minutes to present their case.
 - A. Any Justice may pose a question to the party that is presenting their case. Any response will count against said party's time limit.
4. The Appellant may reserve up to ten (10) minutes as a rebuttal.

Rule 10.02 Order of the Review

1. Call to Order
2. Affirmation
3. Pre-Hearing Motions
4. Oral Arguments
 - A. The order of the statements shall be:
 - I. Appellant
 - II. Appellee
 - III. Appellant's Rebuttal (if reserved)
5. Deliberation
6. Adjournment

Section 11: Parking Citation Appeal Procedure

Rule 11.01 General Provisions

1. A Parking Citation Appeal shall follow all the rules that govern Judicial Hearing Procedure, outlined in Section 8, unless specifically stated otherwise in this section.
2. Quorum shall be four (4) Associate Justices.
 - A. The Chief Justice, or an Assistant Chief Justice, must be a part of the Quorum.
3. The Chief Justice, or designee, must vote to break a tie.
4. If the appellant is not present at the scheduled hearing, The Council will see the appeal as written.
5. The Council may consider University Parking Regulations outlined in the regulation UCF-6.007.
6. All hearings are closed to the public excluding the sitting Justices, the appellant, and authorized members.

Rule 11.02 Process for Submitting an Appeal

1. The appellant must submit an appeal via the currently provided online form within ten (10) academic days of the decision of the University Parking Citation Appeals Committee.
2. The Chief Justice shall contact the appellant within three (3) business days to schedule a hearing.

Rule 11.03 Order of the Hearing

1. Verification of Quorum
2. The following steps are followed and repeated for each appeal filed with The Council.
 - A. Affirmation pursuant to Rule 8.02.3
 - B. The appellant will make an opening statement to The Council
 - C. Questions from The Council
 - I. No member of the Judicial Council shall ask the appellant questions that are personally identifiable, or irrelevant to the parking citation appeal being considered.
 - II. The Chief Justice may choose to dismiss a personally identifiable or irrelevant question.
 - D. The appellant will make a closing statement to The Council
 - E. Deliberations
 - F. Voting procedures
3. Adjournment

Section 12: Fiscal Administrative Decision Appeals

Rule 12.01 General Provisions

1. A Fiscal Administrative Decision Appeal shall be considered a specialized type of general Judicial Hearing and shall follow all the rules governing Judicial Hearing Procedure, outlined in Section 8, unless specifically stated otherwise.
4. The Chief Justice, or designee, shall chair the hearing.
5. If the decision of one of the administrative authorities is overturned by the Judicial Council, the Chief Justice shall submit the reasons in memorandum form to the head of the authority in question within three (3) business days.

Rule 12.02 Process for Submitting an Appeal

1. The appellant filing shall submit an appeal via the currently provided online form at any time while the fiscal decision remains in effect.
2. The Chief Justice, or designee, must contact the appellant within three (3) business days of receiving the currently provided online form.
 - a. If determined valid, the Chief Justice must schedule a hearing within (3) business days of receiving the form.
3. The hearing must be scheduled within ten (10) business days upon receipt of an appeal.

Section 13: Judicial Council Records

Rule 13.01 Judicial Records

1. Any records of Council proceedings shall be released upon a public records request in accordance with Florida's Sunshine Law.

Section 14: Oath of Office

Rule 14.01 General Provisions

1. Any oath (or affirmation) of office administered by any Justice must be administered orally.

Rule 14.02 Oath of Office

1. The Oath of Office is as listed:

I _____(name)_____ / swear that I will / faithfully and to the best of my abilities/ Fulfill the duties and responsibilities / of the office of _____(position)_____/In accordance with / the Constitution and Statutes / of the Student Government / of the University of Central Florida / and the Constitution and the Laws / of the State of Florida / and the United States of America.

AUTHORIZING SIGNATURES

**Collin
Hoffner**

Digitally signed by
Collin Hoffner
Date: 2026.10.08
10:46:28 -04'00'

Collin Hoffner
Chief Justice

Date

ad077028

Digitally signed by
ad077028
Date: 2026.10.09
19:28:49 -04'00'

Dr. Adrienne Frame
Vice President, SSWB

Date