

# JUDICIAL BOARD MEMBER APPLICATION 2005-06

(Please type or print neatly.)

## Eligibility Requirements:

1. On-Campus Living Experience:
  - a. If on-campus resident for 2005-2006, must have lived in University-operated housing for 2 or more semesters by Fall 2005.
  - b. If living off-campus for 2005-2006, must have lived in University-operated housing for 3 or more semesters by Fall 2005.
2. 2.5 or Higher G.P.A.
3. In Good Disciplinary Standing.
4. Registered as a Full-Time Student.

Name \_\_\_\_\_  
*Last Name* *First Name* *Middle Initial(s)*

Student ID# \_\_\_\_\_ Gender: Male \_\_\_\_\_ Female \_\_\_\_\_

Current Address (complete U.S. Postal Service mailing address)

\_\_\_\_\_  
*Street* *City* *State* *Zip Code*

Permanent Address (if different from "Current Address")

\_\_\_\_\_  
*Street* *City* *State* *Zip Code*

Electronic Mail Address: \_\_\_\_\_

Home Phone ( ) \_\_\_\_\_ Mobile Phone ( ) \_\_\_\_\_

Current Class Standing: FR \_\_\_\_\_ SO \_\_\_\_\_ JR \_\_\_\_\_ SR \_\_\_\_\_ GRAD \_\_\_\_\_

Major(s) \_\_\_\_\_ Minor(s) \_\_\_\_\_

Cumulative units at end of current semester: \_\_\_\_\_ Current cumulative GPA: \_\_\_\_\_

Student Status: Full-time \_\_\_\_\_ Part-time \_\_\_\_\_

List all other colleges and universities you have attended:

Institution	Dates Attended	Major	Degree/GPA
_____	_____	_____	_____
_____	_____	_____	_____

Number of semesters lived in USF residence halls: \_\_\_\_\_

Please list which halls you have lived in and dates of occupancy:

Hall

Dates of Occupancy

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Number of semesters lived in non-USF residence halls (include present semester): \_\_\_\_\_

Are you available to be a Judicial Board member for the entire 2005-2006 academic year?

Yes \_\_\_ No \_\_\_

It is expected that Judicial Board members schedule around and attend all training dates and meetings. The Board will convene on Fridays. Other periodic time commitments can be expected. Will you have any conflicts with these commitments as described in this application packet? Yes \_\_\_ No \_\_\_

### **Consent of Records' Disclosure**

The information I have presented in this application is true and correct. I understand that incomplete or false information may subject me to disqualification from consideration for the Judicial Board. I authorize the University of San Francisco to conduct routine inquiry during the processing of my application in order to provide information necessary to evaluate my candidacy (including checking my grades and academic progress/class standing). I further understand that this information will be shared with members of the Selection Committee for evaluation purposes.

\_\_\_\_\_  
Signature of Applicant

\_\_\_\_\_  
Date

***Applications that are not signed and dated will be considered incomplete and may not be fully considered in the selection process.***

If you have any questions, please contact:

Edward Piasta  
Graduate Assistant  
Judicial Affairs  
(415) 422-3744

You may also submit questions to [jboard@usfca.edu](mailto:jboard@usfca.edu).

### **For Office Use Only**

Application Checked by: \_\_\_\_\_ Application Complete? Yes \_\_\_ No \_\_\_

Cumulative GPA: \_\_\_\_\_ Class Standing: \_\_\_\_\_ Date received: \_\_\_\_\_

Interview: \_\_\_\_\_

## **Additional Application Requirements**

### **STATEMENT OF MOTIVATION**

On no more than 2 typed pages, double-spaced, please (1) submit your motivations for seeking an assignment to the 2005-2006 Student Judicial Board, (2) address why you would be a valuable Judicial Board member, and (3) describe what you expect to gain from your Judicial Board involvement.

In submitting your answers, you may refer to the Judicial Board member position description. Also consult the Fogcutter's Nonacademic Student Conduct and Disciplinary Procedures and Residence Life Information and Regulations chapters.

### **LIST OF INVOLVEMENT**

Please submit a list of past and current extracurricular involvement.

### **RECOMMENDATIONS**

As part of the Judicial Board application, you must submit a completed recommendation form. You must also select to waive or retain your rights to access the recommendation. Your recommendation should be completed by a person willing and capable of fairly assessing your Judicial Board qualifications.

University of San Francisco  
Office of Residence Life  
2130 Fulton St  
San Francisco CA 94117-1080  
Phone 415-422-6824  
Fax 415-422-2480

Dear Sir or Madam:

\_\_\_\_\_ is applying for a position as a Judicial Board member for the Office of Residence Life at the University of San Francisco. As part of the Judicial Board selection process, we are requesting two references from each applicant and you have been asked to serve as a reference for this respective candidate.

The student Judicial Board is a peer review board designed to hear allegations of misconduct in the residence halls that adversely impact the residence hall community. Through its decisions and judicial process, the Judicial Board seeks to educate students. We emphasize decision-making accountability, self-discipline, responsible behavior, and respect for the rights and property of other students and staff and University policies. In all, we believe that a student's learning environment should extend beyond the walls of the classroom. Serving as a member of the Judicial Board can play an important role in nurturing a student's total educational development.

Since Judicial Board members will be expected to hold community members responsible for actions contrary to the best interests of their residence hall community, certain characteristics and qualities that members should possess certain qualities and characteristics such as:

- Communication skills
- Listening skills
- Leadership ability
- Sensitivity to others
- Decision-making ability
- Problem solving ability
- Maturity
- Enthusiasm and motivation
- Personality
- Confidence

While completing the attached recommendation form, please carefully evaluate each characteristic. Your feedback is weighed heavily in our evaluation process. If you have any questions or concerns, please do not hesitate to contact me at [jboard@usfca.edu](mailto:jboard@usfca.edu) or my phone number posted below.

Thank you for your time and consideration.

Respectfully,

Edward Piasta  
Graduate Assistant  
Judicial Affairs  
(415) 422-3744

## Judicial Board 2005-2006 Recommendation Form

Office of Residence Life  
University of San Francisco

Name of Applicant: \_\_\_\_\_

**To the Applicant:** You may waive or retain or the right to access and review this recommendation. Your decision will not affect your candidacy, but it may affect the recommender's comments. It is your responsibility to discuss this with your recommender if she/he has any questions. (Select one by initialing on the line preceding your choice.)

\_\_\_\_\_ **I (Applicant) choose to waive my right to access and review this recommendation.**

\_\_\_\_\_ **I (Applicant) choose to retain my right to access and review this recommendation.**

**To the Recommender:** Please rate each characteristic by checking the boxes that most accurately describe the applicant's abilities. Under the comments, please expand on the applicant's strengths and weaknesses in these areas. The recommendation should be returned to the Office of Residence Life by one of the following methods:

1. Returned to the applicant in a sealed envelope to be submitted with the application packet; or
2. Mailed to: University of San Francisco; Office of Residence Life, Phelan 140; 2130 Fulton Street; San Francisco, CA 94117-1080; Attention: Edward Piasta, Judicial Board Selection Process

Recommender's Name \_\_\_\_\_ Title/Position \_\_\_\_\_

Relationship to applicant \_\_\_\_\_

How well do you know this applicant?    \_\_\_ Very Well    \_\_\_ Fairly Well    \_\_\_ Casually

How long have you known the applicant? \_\_\_\_\_

**Ability to lead and work with others** (Consider the applicant's ability to direct others without being overbearing, to coordinate and lead activities, to facilitate group interaction, and to respond appropriately to suggestions and criticism.)

\_\_\_ Inspires others, very cooperative, strong force to group morale, works well with feedback

\_\_\_ Works well with others, very adaptable

\_\_\_ Can do satisfactory work with others, but tends to work alone

\_\_\_ Not a team worker, antagonizes people, does not give/receive feedback well

\_\_\_ No chance to observe

Comments: \_\_\_\_\_

**Personality** (Consider the applicant's ability to make a pleasant impression and ability to deal with a wide range of personalities and cultural backgrounds.)

\_\_\_ Great impression, easily interacts with a wide variety of people

\_\_\_ Favorable impression, minor difficulties with a few people

\_\_\_ No particular impression

\_\_\_ Somewhat irritating

Comments: \_\_\_\_\_

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**Sensitivity** (Consider the applicant's ability to be sensitive to and understanding of others' reactions and feelings, to give effective responses, to express himself or herself clearly and to defend his or her expressed thoughts.)

- Exceptionally sensitive and responsive to others
- Genuinely tries to be sensitive and responsive to others
- Sometimes shows sensitivity, not always able to respond effectively
- Often not alert to others' feelings
- No chance to observe

Comments: \_\_\_\_\_

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**Responsibility** (Consider the degrees to which the applicant is dependable, prompt, able to manage time effectively and willing to take initiative.)

- Very dependable, always completes tasks, takes initiative, stays ahead of or on schedule
- Works hard if interested, generally reliable
- Works well under supervision, needs direction
- Satisfied just to get by, somewhat unreliable, procrastinates
- No chance to observe

Comments: \_\_\_\_\_

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**Ability to express self** (Consider the applicant's communication and interaction with others.)

- Convincing, unusual command of words
- Logical, good self-expression
- Usually gets ideas across, sometimes vague
- Frequently vague
- No chance to observe

Comments: \_\_\_\_\_

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**Maturity** (Consider the applicant's common sense, judgment, integrity, self-awareness, and ability set goals and evaluate progress.)

- Displays mature and responsible behavior, is respected by peers
- Is mature and responsible in most situations
- Displays average maturity for age, sometimes influenced to act against better judgment
- Displays immature behavior, often responds inappropriately
- No chance to observe

Comments: \_\_\_\_\_

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**Emotional stability** (Consider the applicant's response to stressful situations and evenness of disposition and mood.)

- Very stable, exceptionally capable of dealing with stress
- Even disposition, stress occasionally disrupts life
- Stable in ordinary situations, but disorganized by problems, prone to worry excessively
- Tends to be over-emotional, tension evident and very disruptive

No chance to observe

Comments: \_\_\_\_\_

\_\_\_\_\_

**Overall recommendation** (Do you recommend that the applicant be selected as a member of the Judicial Board?)

Definitely hire (explain below)

Probably hire, consider reservations explained below

Probably do not hire, reservations explained below

Definitely do not hire, explained below

Comments: \_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

What do you see as the applicant's greatest overall strengths?

What areas are you concerned about?

What areas do you suggest we explore further?

Signature \_\_\_\_\_ Date \_\_\_\_\_

*(To the Recommender: You may fax this recommendation to 415-422-2480, but all four (4) pages of the signed/dated original copy still must be mailed to the address indicated at the top of the recommendation form.)*