



Office of Residence Life
2130 Fulton Street, Phelan 140
San Francisco, CA 94117-1080
TEL 415 422-6824
FAX 415 422-2480

16 February 2005

Ladies and Gentlemen:

The Judicial Board selection committee invites eligible USF students to apply for appointments to the 2005-2006 USF Student Judicial Board.

The Judicial Board serves two primary purposes. First, the Board hears and adjudicates cases regarding alleged University policy violations that adversely affect residence hall communities. As a result, students found responsible for violations learn to be accountable for their actions and the rationale behind University policies.

Second, the Judicial Board serves as an opportunity for Board members to develop as students and future professionals. The Judicial Board members are trained and challenged to apply learned ethics, analyze complex issues and information, formulate solid questions, make sound and well-reasoned decisions and develop and utilize active listening and writing abilities.

Consequently, Judicial Board offers its members a unique opportunity to not only make significant and positive contributions to the USF residential communities, but also develop skills and abilities that are directly transferable to many professions.

We encourage any student who is eligible and motivated to positively impact USF to apply. Please see the application for eligibility requirements. The application is available online on the Residence Life homepage.

Further, candidates must complete and submit all application materials and recommendations to the Office of Residence Life (ORL), Phelan 140, before **1 April 2005**.

Please submit any questions to jboard@usfca.edu. You may also contact me by phone at 415.422.3744.

Sincerely,

Edward Piasta
ORL Judicial Affairs, Graduate Assistant

Encl: (1) Student Judicial Board Philosophy and Goals
(2) Student Judicial Board Member Position Description.



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STUDENT JUDICIAL BOARD PHILOSOPHY AND GOALS

Philosophy

The basic philosophy of the judicial process at USF is one of *education* and *accountability*. We focus on the growth and development of students who may have violated Residence Life and University policies. Our goal is to emphasize self-discipline, responsible behavior and respect for the rights and property of other students and staff, as well as respect for University policies. We strive to:

- Build an understanding of the consequences of behavior
- Foster respect for the rights of others
- Encourage personal growth
- Redirect behavior into acceptable patterns
- Protect the rights of all students

It is important to always keep these goals in mind, as they serve as the foundation for the student discipline process at USF.

Regardless of the way discipline is processed, the end desire remains the same: **to redirect student behavior into acceptable patterns and to protect the rights of the community**. The unique advantage of the SJB lies in the opportunity for you – a team of students – to influence the attitudes and subsequent behavior of your peers through a formally constituted judicial mechanism. Without question, peer influence, exercised through the disciplinary process, can often be more effective in redirecting student behavior patterns than any other method of discipline within the institution.



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STUDENT JUDICIAL BOARD MEMBER POSITION DESCRIPTION

Requirements of the Position

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.

Responsibilities of the Position

1. Attend and participate in all required training sessions.
2. Attend and participate in those SJB meetings for which you are scheduled.
3. Be punctual at all SJB meetings for which you are scheduled. If you are unable to attend a meeting for which you are scheduled, it is your responsibility to find another SJB member to take your place and notify an advisor at least 24 hours prior to the time of the meeting.
4. Share responsibility for ensuring that each SJB meeting is conducted in accordance with SJB guidelines.
5. Inform an advisor if you have any personal interest in or knowledge about any case, or if you are personally acquainted with any party.
6. Rotate Board responsibilities, serving as SJB Chair and Secretary occasionally.
7. Share responsibility for interpreting Residence Life policies and regulations.
8. Through group deliberation and decision-making, determine appropriate sanctions for violations of Residence Life policy.
9. When designated as Secretary, complete and turn in to the SJB advisor follow-up sanction letters, with an educational focus, before the end of the SJB meeting, unless otherwise arranged.
10. The names of all parties in a case and information pertaining to the case, whether pending or completed, shall not be revealed to any person other than other board members responsible for reviewing the case.
11. Return all copies of all documents related to a SJB meeting to the advisor before leaving the meeting room.

Board members who do not abide by these expectations or who otherwise fail to fulfill their responsibilities as a board member may be removed from the Student Judicial Board