



Program Review Summary

Program Name	Judicial Affairs
Date of Review	Fall 2001
Major Findings	<ul style="list-style-type: none"> • Continue to increase joint and cross training to improve consistency and cohesiveness of programs/adjudication process. • Review off campus adjudication practices, assess effectiveness and pursue avenues that would make the best use of current resources. • Continue to improve employee satisfaction by making the hearing and educational sides of the office be more interactive. • Improve employee satisfaction by capping the hours worked by SGA/student employees. • Consider reassigning responsibilities to create more equitable work loads.
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Location of Report Hardcopy	Wilson Hall, room 113
Plans for Recommendations	<ul style="list-style-type: none"> • Enhance the Mission Statement by incorporating the collaborative nature of the department into the statement and include the efforts made by the department that demonstrate and promote learning (i.e., the student learning aspects of the judicial process). Mission statement has been revised to reflect these suggestions. • CAS Standards: <ul style="list-style-type: none"> ○ Promote student learning by encouraging students in the adjudication process to engage in a personally satisfying and productive style of living (i.e., career choice, fitness, etc.). ○ Consideration should be given to incorporate a single comprehensive judicial system that encompasses both the instructional and non-

	<p>instructional components of the institution.</p> <ul style="list-style-type: none"> ○ Adjusting office hours to mirror the needs of students. ○ Enhance efforts that promote cultural educational experiences. <ul style="list-style-type: none"> ● Department is encouraged to seek partnerships with others on campus to conduct/co-conduct educational sanctioning sessions relevant to their area of expertise enabling the department to re-focus some of their resources on more administrative functions. ● A review of the off-campus adjudication process and success of the program should be conducted and recommendations developed to mirror the resource constraints on the department resulting from the program. ● Develop a technology migration program. ● Creatively utilize current space allocations (i.e., establish an office space that can be used for hearings only, etc.). Alternatively, a staggered staff schedule could be developed to accommodate the space restraints. ● Consider opening up access to the current “tracking database” to other departments on campus responsible for adjudication of honor code/group violations. ● Improve communication between the various adjudicating bodies on campus (i.e., establish regular meetings, etc.) ● Consider adopting/developing a more streamlined adjudication model to minimize additional work load/excessive processing of paperwork, etc. ● Become part of the new faculty orientation program to inform them of services offered and disciplinary practices. ● Communicate with key constituencies the outcomes of an adjudicated case that they were directly involved with (this assumes compliance with FERPA not a concern). ● When training council members, be sure to incorporate specific procedural practices used in search and entry (ORL) and police arrest and release (JMU Police and Harrisonburg Police). ● To support the council members consider having a FT staff member present during judicial hearings. ● Consider hearing cases to address violations that occur in the late spring during the summer months. Students often believe that a violation committed during late spring does not always get adjudicated (i.e, witnesses graduate, memory of incident not as clear, etc.).
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	<ul style="list-style-type: none">• A review of all adjudication policies and procedures outside of the Judicial Affairs purview will need to be conducted by the Policy and Procedures Review Committee and the University Legal Counsel.• Should the scope of the office remain as it currently is and current educational sanctioning efforts continue to be developed and managed by Judicial Affairs and the current adjudication model is left as is Additional human resources will be required to maintain a quality program.
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