



*Fairfield University Student Association*

---

**BYLAWS  
OF THE  
FUSA COURT**

*“Justice for the Students, Justice by the Students”*

## **MISSION STATEMENT**

The FUSA Court shall handle internal FUSA matters with an unbiased and informed opinion. It is the responsibility of the FUSA Court to interpret the FUSA Constitution and facilitate a fair election process. It is the goal of The FUSA Court to operate transparently in regards to The FUSA Constitution, and shall handle internal FUSA affairs diligently. Only through truth, justice, and respect can the FUSA Court fulfill its duty to FUSA and therefore the undergraduate student body.

## **ARTICLE I: Title**

### **Section 1.01**

- (a) The name of this organization shall be the Judicial Branch of the Fairfield University Student Association (FUSA).
- (b) The Judicial Branch shall consist of a single entity, known as the FUSA Court (the Court).

## **ARTICLE II: Powers and Duties**

### **Section 2.01**

- (a) The Court shall determine the constitutionality of laws and Executive actions within FUSA.
- (b) The Court has the authority to hear cases regarding disputed disciplinary actions, probations, and terminations, and has the authority to review cases regarding impeachment within FUSA.
- (c) The Court shall serve as the Election Committee for all FUSA Elections and shall be responsible for maintaining the FUSA election code.

## **ARTICLE III: Structure**

### **Section 3.01 Membership**

- (a) The Court shall consist of one (1) Chief Justice and six (6) Associate Justices.
- (b) The Court, following an application and interview process, shall be appointed to their respective positions by the FUSA President and shall be confirmed by a two-thirds vote in the Senate.
- (c) Justices shall serve in their offices until they graduate, are impeached, or fail to meet the eligibility requirements of which they are appointed. Eligibility requirements can be found in Article II Section 3 of the FUSA Constitution.
- (d) The Chief Justice shall oversee all meetings, proceedings, and cases of the Court.
- (e) The Chief Justice shall hold tie-breaking power over all judicial decisions.

- (f) The Chief Justice shall sit on the Executive Cabinet as an ex-officio member to report ongoing affairs within the Court.
- (g) The Court shall not have the ability to interfere in aspects of student conduct outside of FUSA.
- (h) The Court serves to function as an internal body.

### **Section 3.02 Succession**

- (a) If the Chief Justice or any Associate Justice were to resign:
  - (i) Resignation is defined as a formal letter of resignation to the FUSA President.
  - (ii) The Court shall continue to function with its remaining members and the FUSA President shall go through the application and interview process to select a replacement, pending a two-thirds approval from the Senate.
- (b) In the case of the Chief Justice resigning, an acting Chief Justice shall be chosen from the remaining Justices of the FUSA Court, through a majority vote of the remaining Justices.
  - (i) If a majority vote to appoint an Acting Chief Justice cannot be attained by the remaining Justices, the FUSA President shall select one of the remaining Justices to serve as Acting Chief Justice.
  - (ii) The Acting Chief Justice shall hold all the powers and responsibilities of the Chief Justice until a new Chief Justice is appointed by the FUSA President and confirmed by the Senate.

## **ARTICLE IV: General Meetings**

### **Section 4.01 Schedule**

- (a) General meetings of the Court shall be at least once every two weeks at a reasonable time and place designated by the Chief Justice.
  - (i) The Chief Justice may designate additional meeting dates.
  - (ii) At least two (2) Associate Justices have the ability to request, in writing, for additional meetings to the Chief Justice.
- (b) Justices shall receive a two (2) days notice of regularly scheduled meetings. This notice may be given in writing, in person, by telephone, or by any other reasonable method.
- (c) In the case that a meeting must be rescheduled, the Chief Justice shall notify the Associate Justices within twenty-four (24) hours of the originally scheduled meeting.
- (d) Responses to rescheduling shall be required from the Associate Justices by a reasonable method within twelve (12) hours of receiving the rescheduling request.
- (e) In the case of absences, Associate Justices must provide a reasonable excuse to the Chief Justice in advance of the meeting.

- (f) Unreasonable excuses from meetings are left up to the discretion of the Chief Justice and are subject to disciplinary action as well as grounds for termination.

### **Section 4.02 Process**

- (a) General meetings shall consist of weekly reports of Court proceedings, as well as discussion of FUSA processes and their interpretations based within the FUSA Constitution.
- (b) The quorum for general meetings shall be four (4) Justices on the FUSA Court.
- (c) If a quorum is not met, decisions that are made during the meeting shall be subject to review at the next earliest general meeting.
- (d) Minutes of general meetings shall not be recorded, however, a general summary of the meeting will be noted and is available for presentation to the FUSA Court and/or the Executive Cabinet.

## **ARTICLE V. Hearings**

### **Section 5.01 Appeal Application**

- (a) The appeals process shall begin when the official Court Appeals Form is filed to the Court via Life@Fairfield.
- (b) The creation, revision, and distribution of the Court Appeals Form are subject to the discretion of the Court.
- (c) In order to move forward with the appeal process, at least two (2) Court Justices must be in agreement to proceed.
- (d) The Court shall meet within ten (10) academic days of receiving an appeals form to decide whether or not to move forward with the appeal process.
  - (i) If the Court wishes to proceed or gather more information regarding the appeal, within the ten (10) academic day period the Court will conduct interviews with all involved parties.
  - (ii) At least four (4) Justices, including the Chief Justice, must be in attendance for all interviews.
- (e) When a decision is rendered whether or not to move forward with the appeal process, the appeal applicants, and all parties included in the appeal, will be notified within forty-eight (48) hours of a Court meeting regarding the application.

### **Section 5.02 Appeal Process**

- (a) All appeal meetings and hearings shall be scheduled by the Chief Justice at the discretion of the Court.

- (b) All members of the Court are required to attend all aspects of the appeals process, including hearings, deliberations, and follow-up meetings.
- (c) Dress code for appeal meetings and hearings shall be business casual for all members of the Court as well as all parties in attendance.
- (d) Hearings shall not exceed more than two hours, and subsequent hearings must be scheduled to continue the appeal process.
- (e) If a Justice feels that they cannot perform their duty in an unbiased fashion, they may recuse themselves, and their recusal must be approved by the Chief Justice of the Court.

### **Section 5.03 - Deliberation**

- (a) Deliberation sessions shall be scheduled by the Chief Justice of the Court.
- (b) Attendance is required by all members of the Court.
- (c) If all members cannot attend the deliberation session, the Chief Justice must reschedule the deliberation.
- (d) The deliberation process shall be closed, with no invites allowed, with the exception of the Court advisor.
- (e) A decision must be reached within two weeks of closing arguments unless deemed necessary by the Chief Justice.
- (f) Decisions shall be rendered with a simple majority of the Court.
- (g) If a tie is rendered for any reason, the Chief Justice has the right to decide the outcome of the deliberation.
- (h) If the Chief Justice is unable to break a tie vote, deliberation must begin again, and a revote must be cast.
- (i) Majority and minority opinions shall be written by a member of the Court to be viewed by the involved parties and to be included in the FUSA records.
- (j) Decisions rendered shall be delivered to the appeal parties within twenty-four (24) hours at a decision meeting.
- (k) Decision meetings shall consist of reading the majority and minority opinions, as well as decisions rendered and expectations of both parties following deliberation by the Court.
- (l) Decisions rendered are considered final and no such appeal to the decision is permitted.

## **ARTICLE VI: Finances**

### **Section 6.01 Management**

- (a) All finances allocated to the Court and to the Election Committee from the annual FUSA budget shall be managed by the Chief Justice of the FUSA Court.
- (b) All final decisions in the case of finances and allocation of money in the FUSA Court shall belong to the Chief Justice of the Court.

- (c) The Chief Justice has the ability to delegate financial responsibilities to Associate Justices at any time, but retains the ability to make final decisions.
- (d) Fiscal decisions made by the Chief Justice must be reported to the Court at the earliest general meeting.
- (e) Fiscal decisions made by the Chief Justice can be overridden by a majority of the Associate Justices of the Court.

## **ARTICLE VII: Amendments of the Bylaws**

### **Section 7.01 Changes**

- (a) Amendments and changes to the Bylaws of the Court shall be deliberated during general meetings of the Court.
- (b) Amendments and changes to the Bylaws of the Court must receive unanimous consensus from the members of the Court.

## **ARTICLE VIII: Ethics**

### **Section 8.01 Justice Ethics**

- (a) *Honor*: The ballot and information regarding the ballot are secret and should not be shared with any person outside the Court or used for personal gain in any way.
- (b) *Empathy*: A Justice shall understand others as vibrantly complex individuals, and using that knowledge to seek fair decisions.
- (c) *Integrity*: A Justice should uphold the integrity of the election process and all other functions of the court.
- (d) *Commitment*: A Justice should fulfill their responsibilities as outlined in the FUSA Constitution and the FUSA Court bylaws. They should attend all meetings and Court activities regarding elections and appeals processes.
- (e) *Adaptability*: A Justice should use an open mind to adjust to new conditions which may arise.

**Last updated:  
10.31.2023**

*Chief Justice: Caroline M. Cody  
Associate Justices: Ryan T. Armstrong,  
Grace W. Baker, Emily N. Bower, Devone T. Martin,  
Brianna L. McAleer, & Joshua H. Orndorff*