

# **APPLICATION FOR EMPLOYMENT**

**FLORIDA A&M UNIVERSITY Student Government  
Association**



Please submit application to:

[SGAapplications@famu.edu](mailto:SGAapplications@famu.edu)

Contact Information:

Xavier McClinton

(850)-518-0067

## 2020-2021 Judicial Branch Details

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### **Composition**

Per Article V of the Student Body Constitution Section 2: The Student Supreme Court shall be composed of:

- A. Seven (7) Justices appointed by the SGA President and approved by a two-thirds (2/3) vote of the Student Senate. Five (5) Justices shall constitute a quorum. The concurrence of the majority present shall be necessary to render a decision, verdict, or interpretation.
- B. A Chief Justice appointed by the SGA President from among the seven (7) justices and approved by a two-thirds (2/3) vote of the Student Senate.
- C. An Associate Chief Justice appointed by the SGA President from among the seven (7) justices and approved by a two-thirds (2/3) vote of the Student Senate.
- D. A Solicitor General appointed by the SGA President who shall represent all student governing organizations officials and/or students at large who appear, as accused or appellant, before the Student Supreme Court.
- E. A Legal Counsel who shall be the chief legal advisor to the Student Supreme Court appointed by the Chief Justice.
- F. A clerk of courts to keep records, which shall be appointed by the Chief Justice and chosen from outside the Student Supreme Court.
- G. A bailiff, who shall be responsible for courtroom preparation and the swearing in of witnesses, shall be appointed by the Chief Justice and chosen from outside the Student Supreme Court. He/She shall serve on a volunteer basis.
- H. The Chief Justice may appoint other administrative court officers and staff members to conduct administrative duties as needed.

### **Associate Supreme Court Justices**

The six Associate Justices shall at least be of sophomore status. They shall perform all duties consistent with the duties of a judge and shall sit at all sessions (unless the justice disqualifies himself/herself from the proceedings because of a conflict of interest).

### **The Solicitor General of the Supreme Court**

1. The Solicitor General shall represent all student governing organizations officials and/or students-at-large who appear, as accused or appellant before the Supreme Court. He/She shall be appointed by the Chief Justice of the Supreme Court and approved by a majority vote of the Student Senate.

2. The Solicitor General shall:

1. Receive records of all cases brought to the Student Judicial System from the appropriate authorities
2. Counsel each defendant as to his/her rights under the law and appoint a Defense Counselor to the case.
3. Maintain and supervise a staff of defense counselors.
4. Docket each case in the appropriate court, notifying all parties as to time and place of trial.

### **The Clerk of Courts**

The Clerk of Courts shall act as the Secretary for the Supreme Court. They shall be responsible for the following documenting court materials throughout the academic year.

Per Title V Chapter 406.2 of the System of Student Body Statutes, the Clerk of Courts shall be responsible for the printing of the trials:

*“A full typewritten version of the trial, including the verdict, shall be given to all parties involved. Additional copies will be given to the SGA President, Director of Student Activities, and the Vice-President for Student Affairs.”*

### **The College of Law Circuit Court (Must be enrolled in the FAMU College of Law)**

Per Article V of the Student Body Constitution Section 8:

Shall consist of five (5) judges appointed by the SGA President and approved by a two-thirds (2/3) vote of the Student Senate. The Law School Circuit Court shall have jurisdiction over all matters arising at the law school campus, except for issues regarding University elections.

### **Composition of the College of Law Circuit Court (Must be enrolled in the FAMU College of Law)**

The Law School Circuit Court shall be composed of:

1. Five (5) Judges appointed by the SGA President and approved by a two-thirds (2/3) vote of the Student Senate. The concurrence of the majority present shall be necessary to render a decision, verdict, or interpretation.
2. A Chief Judge appointed by the SGA President from among the five (5) judges and approved by a two-thirds (2/3) vote of the Student Senate. The Chief Judge is responsible for presiding over all sessions and meeting and handling all administrative matters of the court. The Student Bar Association President shall recommend to the President of SGA a law student to become Chief Judge. The SGA President is bound only by custom and tradition to accept the SBA President's recommendation.
3. A law school clerk of courts to keep records, which shall be appointed by the Chief Judge and chosen from outside the Student Supreme Court.

4. A bailiff, who shall be responsible for courtroom preparation and the swearing in of witnesses, shall be appointed by the Chief Judge and chosen from outside the Student Supreme Court. He shall serve on a volunteer basis.

### **The Student Traffic Court**

Per Article V of the Student Body Constitution Section 9:

Shall consist of five (5) judges appointed by the SGA President and approved by a two-thirds (2/3) vote of the Student Senate. The Traffic Court shall have jurisdiction over all student non-moving traffic cases.

### **Membership of the Student Traffic Court**

1. The Court shall consist of five students, one of whom shall act as Chief Justice, another of whom shall act as Associate Chief Justice.
2. The members of the Court shall be appointed by the SGA President, subject to a two-thirds (2/3) vote of the Student Senate for confirmation.
3. Each member of the Court must have been enrolled in the University as a full-time student for a minimum of one semester and be in good standing with the University.

**STUDENT GOVERNMENT ASSOCIATION**  
**Application for Employment**

**Please complete ALL sections and submit ALL documents as required**

**ATTACHMENTS:**

- Please attach a copy of your Resume.
- Faculty or Staff Letter of Recommendation
  - One letter of recommendation must come from a Florida A&M University faculty or staff.
  - The Recommender should be chosen from faculty or staff most familiar with your involvements and endeavors here at Florida A&M University.
  - This recommendation should describe your qualifications for the desired position and the recommender must not have any family relationships with you.
- Student Leader Letter of Recommendation
  - One letter of recommendation must come from a student leader at a public or private university or college.
  - The Recommender are not limited to Florida A&M University student leaders.
  - This recommendation should describe your qualifications for the desired position and the recommender must not have any family relationships with you.

**IDENTIFICATION:**

First Name: \_\_\_\_\_ Last Name: \_\_\_\_\_ MI: \_\_\_\_\_

Local Address: \_\_\_\_\_ City: \_\_\_\_\_

State: \_\_\_\_\_ Zip: \_\_\_\_\_ Student ID: \_\_\_\_\_

Phone: \_\_\_\_\_ Email: \_\_\_\_\_

**PERSONAL Information:**

1. Have you ever worked for any Student Government Association?

Yes            No

If Yes, please explain duties performed, stating when and where:

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

2. Have you ever been convicted of an offense with the University Judicial Office?\*

Yes      No

If Yes, please explain Offense including date:

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3. Have you pleaded nolo contendere (no contest) to, or been convicted of, a first-degree misdemeanor or a Felony?

Yes      No

If Yes, please explain Offense including date:

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**\*A conviction will not necessarily bar you from employment. Each conviction will be judged on its own merit with respect to time, circumstances, seriousness, and the position for which you applied. \***

**EDUCATION:**

Classification: \_\_\_\_\_ Major/Minor: \_\_\_\_\_

G.P.A: \_\_\_\_\_ Expected Hours to be Enrolled in the Fall: \_\_\_\_\_

Total Credits Hours Earned: \_\_\_\_\_

**CAMPUS INVOLVEMENT:**

Organizations:

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Leadership Experience:

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Initiatives that you've spearheaded:

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**Short Answer Questions**

**Please use Microsoft Word to answer essay questions and submit document with application.**

1. What role are you applying for and what tangibles or experience do you possess that can aid you in carrying out the duties of this position?
2. Why are you interested in applying for this position and serving in SGA?