



Sul Ross State University

A Member of the Texas State University System

Student Government Association

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Traffic Appeals Committee Hearing Procedure

The atmosphere for a Hearing must be set by the Committee to prevent the meeting from turning into an undisciplined and formless gathering. Toward that end, the Chief Justice should read a statement to those present when the Committee is convened. A suggested presentation might read:

“Thank you all for coming to this meeting of the Traffic Appeals Committee of the Sul Ross Student Government Association. While this is not a court, and the function of this group is not to assess punishment. The gravity of this proceeding is important because our outcomes can influence future monetary or disciplinary sanctions for all students.

Our deliberations are also important to the students who have requested an appeal, primarily because they believe there may have been an error in the alleged violation, and secondarily because we owe it to our fellow students to offer them a venue for grievance and redress. The Committee requires that a formal process be followed, that speakers are allowed to be heard without interruption, and that the student judiciary be accorded the respect of their elected office.

Enlightened and educated people govern themselves and show others that they can do so effectively. This Committee is created, and these officers installed, after just such a philosophy. Please approach your business here with sincerity of purpose and respect for those involved.

The Committee will hear all appeals this date, enter into deliberations, and forward their findings to the Dean of Student Life. Both the student and the UDPS will receive a disposition form from the Committee after their findings are reviewed by the Dean.”

1. Students who are appealing a traffic citation will be called in order of their appeal date.
2. (Student name) please have a seat here in front of the Committee.
3. Do you understand that this is an appeals function for your benefit and that our duty is to sustain the charge or find in favor of your appeal?
4. Do you understand that the Dean of Student life will review our findings and act in the best interest of both yourself and the mission of the institution?
5. Please provide the Committee any documentation you have supporting your appeal and tell us why you believe that you should not be responsible for the violation being charged.
6. (Allow about five minutes for an explanation, with minimal interruptions).
7. The Committee may ask questions of the student for about five minutes, if necessary.
8. Thank you for your time, please take your seat while we call the officer (if present) forward.
9. Officer (name), please step forward and visit with us about this appeal.
10. The Committee respectfully requests your insight on this citation and the violation at issue.
11. (Allow about 5 minutes for an explanation, with minimal interruption)
12. The Committee may ask questions of the officer for about five minutes, if necessary.
13. Thank you for your time, please take your seat while we offer the student a brief rebuttal.
14. (Student name) if after having heard statements made by the officer, you have any further comments on your own behalf, you may return to the seat and offer any explanations.
15. (Very brief follow up questions from the Committee are allowed here).
16. Thank you (student name), and Officer (name) for your time this evening. You will hear something from the Committee within five working days.
17. Will the next appeal _____, please step forward?