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2 **Supreme Court of Illinois Judicial College**
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4 **Bylaws**
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7

8 **Article I**
9

10 **Establishment**
11

12 The Supreme Court of Illinois Judicial College (Judicial College) and the Judicial College Board of
13 Trustees (Board) were established by the Supreme Court of Illinois (Supreme Court), pursuant to
14 M.R. 27781, effective January 1, 2016.
15
16

17 **Article II**
18

19 **Core Principles**
20

21 The Judicial College, including associated persons, approved faculty, and educational providers,
22 shall consider the core principles of the Judicial College in the design of curricula and courses.
23

24 **Core Principles**
25

26 The core principles of the Judicial College are diversity, equity, inclusion, procedural fairness, and
27 access to justice. These core principles shall guide the development of educational content, the
28 selection of faculty, and the nomination of Standing Committee and Workgroup members. Because
29 these core principles are fundamental to the Judicial College, they shall be incorporated into every
30 aspect of our work.
31

32 **Article III**
33

34 **Judicial College**
35

36 **Section 1. Governance.**
37

38 These Bylaws provide for the governance, administration and supervision of the Judicial
39 College, the Board and the seven Judicial College Standing Committees (Standing
40 Committee(s)), namely, the Committee on Circuit Clerk Education (CCCE), the
41 Committee on Judicial Education (COJE), the Committee on Pretrial Education (CPTE),
42 the Committee on Probation Education (COPE), the Committee on Guardians *ad litem*
43 Education (GALE), the Committee on Judicial Branch Staff Education (JBSE), the
44 Committee on Trial Court Administrator Education (TCAE), and Standing Committee
45 Workgroups approved by the Board to support Standing Committees.
46
47

48 **Section 2. Purpose.**
49

50 The Judicial College was established by the Supreme Court January 1, 2016, to govern,
51 and exercise administrative and supervisory authority, over all Illinois Judicial Branch

52 continuing education and professional development for active judges and Judicial
53 Branch justice partners.

54

55 **Section 3. Justice Partners.**

56

57 Justice partners are an integral part of the Judicial College and serve as Court appointed
58 Standing Committee members, Workgroup members and Staff Advisors. Justice partners
59 are non-judicial professionals that aid the Judicial Branch in the administration of justice.
60 Six of the Standing Committees noted in Article III, Section 1, were established by the
61 Supreme Court to develop continuing education and professional development
62 specifically for justice partners.

63

64 **Section 4. Judicial College Core Responsibilities.**

65

66 1. Promote excellence in continuing education that will advance the effective and
67 efficient administration of justice and better enable Illinois judges and justice
68 partners to engage and serve the public in the exercise of official duties in a manner
69 worthy of the trust and confidence of all citizens.

70

71 2. Design curricula and courses using the model developed by the National Association
72 of State Judicial Educators (NASJE).

73

74 3. Adopt a collaborative learning approach as a core component of curriculum and
75 course design.

76

77 4. Develop competency-based courses that identify one or more professional
78 competencies, (knowledge, skills, abilities, and attitudes), to be attained by judges
79 and justice partners for each course taken.

80

81 5. Develop curricula, courses, and professional development consistent with the core
82 principles of the Judicial College.

83

84 6. Adhere to best practices in adult learning and remain intentional in the commitment
85 to engage learners and create transformative educational experiences that provide
86 the opportunity for critical reflection and the application of content to the workplace.

87

88 7. Provide professional development to faculty to facilitate the delivery of education
89 consistent with best practices in adult learning.

90

91 **Section 5. Collaboration Among Judicial College Standing Committees; External Entities.**

92

93 Standing Committees and Workgroups shall collaborate on the design and delivery of
94 continuing education and professional development whenever the target audience,
95 subject matter or expertise requires the review and consideration of one or more
96 Standing Committees or Standing Committee Workgroups, or collaboration with non-
97 Judicial College entities.

98

99 **Section 6. Annual Meeting.**

100

101 The Judicial College shall meet annually, unless otherwise determined by the Board.

102

103 **Section 7. Construction.**
104

105 These Bylaws shall be construed in such a manner that advance the governance of the
106 Judicial College consistent with its core principles, purpose and responsibilities, and the
107 Articles herein.

108

109

110

111

112

Article IV

Board of Trustees

113 **Section 1. Thought Leadership.**
114

115 In addition to the powers and duties set out in Article IV of these Bylaws, the Board shall
116 provide informed leadership and guidance, and identify innovative strategies and
117 opportunities to inspire, encourage, and advance the core principles of the Judicial
118 College and the fair, effective and equitable administration of justice.

119

120 **Section 2. Members, Appointments, Terms, Vacancies; Separation, Removal.**
121

122 **(A) Members.**
123

124 The Board shall consist of eleven members, nine voting members of the Illinois judiciary,
125 including a Chair and Vice-Chair, and two non-voting *ex-officio* members, one Supreme
126 Court justice and the Director of the Administrative Office of the Illinois Courts.

127

128 **(B) Appointments.**
129

130 The Supreme Court shall appoint, as a regular Board member, any active Illinois judge
131 sitting on the trial or appellate court, regardless of type or status. The Supreme Court
132 shall consider the diversity of experience, leadership, age, race, gender, ethnicity, sexual
133 orientation, and geography of the Board when making appointments.

134

135 Non-inaugural Board members are eligible to serve two consecutive three-year terms, in
136 addition to serving the balance of a previous member's term. Absent a break in service,
137 non-inaugural Board Members shall not be eligible for reappointment at the conclusion
138 of the second consecutive three-year term.

139

140 The Supreme Court shall designate a sitting justice of the Supreme Court, and the
141 Director of the Administrative Office of the Illinois Courts (AOIC) shall serve as a status
142 member without appointment by the Court. *Ex-officio* members serve indeterminate
143 terms.

144

145 **(C) Terms.**
146

147 **1. Inaugural (2016) Voting Member Terms.**
148

149 Inaugural 2016 Board members are Board members appointed by the Supreme Court
150 in 2016, the year the Judicial College was established. The inaugural 2016 terms
151 noted below were designated by seat and established to preserve staggering.
152 Inaugural 2016 terms shall be staggered as follows:
153

- 154 • **Three** seats with eight-year terms ending June 30, 2024
- 155 Seat 1, Seat 2, Seat 3
- 156 • **Two** seats with six-year terms ending June 30, 2022
- 157 Seat 4, Seat 5
- 158 • **Two** seats with four-year terms ending June 30, 2020
- 159 Seat 6, Seat 7

2. Inaugural (2024) Voting Member Terms.

161 Inaugural 2024 Board members are Board members appointed by the Supreme Court
 162 in 2024, consistent with expansion of the Judicial College Board from a total of nine
 163 to eleven members and the number of voting members from seven to nine. The
 164 Judicial College Board expansion was approved by the Court during the March 2024
 165 Term of Court. The inaugural 2024 terms noted below are designated by seat and
 166 established to preserve staggering. Inaugural 2024 terms shall be staggered as
 167 follows:

- 170 • **Two** seats with three-year terms ending June 30, 2027
- 171 Seat 8, Seat 9

3. Successive Terms.

172 All inaugural Board members are eligible for appointment to successive terms at the
 173 expiration of the inaugural term. Inaugural Board members are eligible to serve two
 174 consecutive three-year terms following the expiration of the Board member's
 175 inaugural term, regardless of the length of the inaugural term. Absent a break in
 176 service, inaugural Board Members shall not be eligible for reappointment at the
 177 conclusion of the second consecutive three-year term.

181 Board terms shall begin July 1 and end June 30 of each designated year, except in the
 182 case of a vacancy, in which circumstance, the Supreme Court may appoint a Board
 183 member to fill the remainder of a vacated term at any time during the year.

4. Staggering Terms.

186 Appointments shall preserve the perpetual staggering of Board terms.

(D) Vacancies.

190 A vacancy on the Board shall occur upon a Board member's removal, resignation, or
 191 separation from judicial office, regardless of the nature or cause. Either circumstance
 192 shall disqualify the Board member from service on the Board. In the event of a vacancy,
 193 the Supreme Court shall appoint an eligible judge pursuant to Article IV.
 194
 195
 196
 197
 198
 199
 200
 201
 202

203 **(E) Separation from Judicial Office.**
204

205 A Board member separated from judicial office, regardless of the nature or cause of the
206 separation, is *ineligible* to continue service on the Board as of the effective date of the
207 separation from judicial office and is not eligible for reappointment to the Board so long
208 as the separation from judicial office exist.

209
210 **(F) Removal.**
211

212 The Supreme Court may remove a member of the Board at any time without cause.
213

214 **Section 3. Leadership, Appointment, Terms, Vacancies, Removal, Service.**
215

216 **(A) Leadership, Appointments.**
217

218 The Board shall be governed by a Chair and Vice-Chair. The Supreme Court shall appoint
219 the Board Chair and Vice-Chair from existing voting Board members. *Ex-officio*
220 members are not eligible for appointment to the Chair or Vice-Chair position.
221

222 **(B) Terms.**
223

224 **1. Chair.** Beginning July 1, 2022, the Chair shall serve for a term of no more than two
225 years. The Chair shall not be eligible for appointment to the position of Vice-Chair
226 following a term as Chair, or reappointment to Chair.
227

228 **2. Vice-Chair.** Beginning July 1, 2022, the Vice-Chair shall serve for a term of no more
229 than two years. The Vice-Chair shall succeed to the position of Chair unless
230 otherwise determined by the Supreme Court. The Vice-Chair is not eligible for
231 reappointment to the term of Vice-Chair or Chair.
232

233 **(C) Vacancies.**
234

235 In the event of a Chair or Vice-Chair vacancy, the Supreme Court shall appoint a
236 successor Chair or Vice-Chair to fulfill the remainder of the Chair or Vice-Chair's term.
237

238 **(D) Removal.**
239

240 The Supreme Court may remove the Chair and Vice-Chair of the Board at any time.
241

242 **(E) Judicial College Service.**
243

244 **1.** Each member of the Board shall serve as a Liaison to a Judicial College Standing
245 Committee as determined by the Board Chair.
246

247 **2.** Board members may serve as Judicial College faculty and New Judge Orientation
248 Cohort Leaders.
249

250 **3.** Board members may not serve on Standing Committees, Standing Committee
251 Workgroups, or Benchbook Writing Teams.
252
253
254

255 Section 4. Powers

256

257 (A) Powers.

258

259 The Board shall have broad administrative and supervisory authority to govern the
260 affairs of the Judicial College and shall make recommendations to the Supreme Court for
261 the benefit of the Judicial College where appropriate.

262

263 (B) Approvals.

264

265 The Board shall review Standing Committee Comprehensive Education Plans and have
266 final approval of course and program providers, educational events, curricula, courses,
267 materials, faculty, New Judge Cohort leaders, Standing Committee Workgroups, and
268 other matters within their administrative and supervisory authority, not expressly
269 stated herein. Standing Committees shall submit items for Board review within a
270 reasonable time to provide meaningful Board consideration and feedback.

271

272 1. The Board shall continually review and consider each Standing Committee
273 Comprehensive Education Plan and provide guidance to Standing Committees on
274 substantive matters to be included.

275

276 2. The Board shall submit Board-approved Standing Committee Comprehensive
277 Education Plans to the Supreme Court for final review and approval.

278

279 (C) Board Standing Committee Meeting Attendance.

280

281 Notwithstanding Board liaison service, any Board member may attend a meeting of a
282 Standing Committee or Standing Committee Workgroup, without restriction, and may
283 advise and assist the Standing Committees as needed.

284

285 (D) Amendments.

286

287 The Board shall review, consider, and recommend, when necessary, amendments to the
288 Bylaws and the Standing Committee Comprehensive Education Plans. Such
289 amendments shall be submitted to the Supreme Court for review and final approval.

290

291 Section 5. Workgroups.

292

293 Board Workgroups may be created as needed by the Chair of the Board of Trustees.
294 Board Workgroup members are not subject to terms and shall serve at the will of the
295 Board.

296

297 Section 6. Administration of the Board of Trustees.

298

299 (A) Expenses.

300

301 Members of the Board shall serve without compensation. AOIC approved expenses
302 incurred in the performance of official Board duties, consistent with Judicial Branch
303 Travel Guidelines and statutes, are eligible for reimbursement.

304

305

306 **(B) Board Meetings and Meeting Reports.**
307

308 The Board shall establish an annual meeting calendar. The annual meeting calendar
309 shall denote scheduled in-person and virtual/telephone meetings held between July 1 –
310 June 30 of each year. In addition to scheduled meetings, the Board may meet at the call
311 of the Chair, or upon the written request of a majority of the members in addition to its
312 scheduled meetings. Scheduled meetings shall be conducted by meeting Agenda.
313 Meeting Reports shall be prepared and approved by the Board. Meeting attendance
314 shall be taken and included in the Meeting Report.

315
316 **(C) Meeting Attendance.**
317

318 Board Meeting attendance shall be limited to the individuals appointed by the Supreme
319 Court to the Board of Trustees and the Board's approved invited guest.

320
321 **(D) Quorum.**
322

323 A majority of the members shall constitute a quorum for the purposes of conducting a
324 meeting and voting on meeting agenda items. No action shall be taken without the
325 concurrence of a quorum at a meeting.

326
327
328 **Article V**
329

330 **Standing Committees**

331
332 **Section 1. Thought Leadership.**
333

334 Standing Committee members are *Thought Leaders* in the administration of the Judicial
335 College, including the comprehensive strategic consideration and ongoing assessment of
336 educational need, the development of curricula, courses, Comprehensive Education
337 Plans educational events, Standing Committee projects and priorities, the selection of
338 Standing Committee and Workgroup members, faculty, course supervisors, and Cohort
339 leaders, and should provide informed and measured review and guidance of matters
340 delegated to their responsibility prior to Standing Committee submissions to the Board.

341
342 Standing Committees shall utilize the staff and resources of the AOIC to assist in the
343 comprehensive review and evaluation of all Standing Committee matters. The Board
344 shall likewise look to Standing Committees, especially leadership and Staff Advisors, to
345 inform its members of protocols and procedures that will provide guidance and identify
346 innovative strategies and opportunities to inspire, encourage, and advance the fair and
347 equitable administration of justice.

348
349 **Section 2. Members, Appointments, Leadership, Terms, Vacancies and Removal.**
350

351 **(A) Members.**
352

353 Standing Committee membership composition is determined by the Board and
354 recommended to the Supreme Court for review and approval. Members appointed to
355 Standing Committees are appointed by the Supreme Court following the
356 recommendation of the Board in coordination with the AOIC. The Board shall consider

357 the diversity of experience, leadership, age, race, gender, ethnicity, sexual orientation,
358 and geography of each Standing Committees in its recommendation to the Supreme
359 Court.

360 **(B) Leadership.**

361
362 Standing Committees shall be governed by a Chair and Vice-Chair appointed by the
363 Supreme Court following the recommendation of the Board in coordination with the
364 AOIC.

365
366 **1. Duties.** The Standing Committee Chair shall lead Standing Committee meetings, and
367 in the absence of the Chair, the Vice-Chair shall lead Standing Committee meetings.
368 The Standing Committee Chair shall lead Standing Committees in the strategic
369 review of the Comprehensive Education Plan and Standing Committee projects and
370 priorities.

371

372

373 **(C) Terms.**

374

375 **1. Inaugural Terms.**

376

377 The inaugural terms of Standing Committee members were established by seat to
378 preserve staggering. Inaugural Standing Committee members are those members
379 appointed by the Supreme Court in 2017, the year after the establishment of the
380 Judicial College. Inaugural members are eligible for appointment to two consecutive
381 three-year terms, following service of the inaugural term, regardless of the length of
382 the inaugural term. Absent a break in service, members shall not be eligible for
383 reappointment to more than two consecutive three-year terms, following the
384 inaugural term.

385

386 **2. Successive (Non-Inaugural) Members.**

387

388 Successive members are eligible for appointment to two consecutive three-year
389 terms. Successive members serving the balance of a prior member's term, regardless
390 of the length, remain eligible to serve two consecutive three-year terms following the
391 balance of the prior member's term. Absent a break in service, members shall not be
392 eligible for reappointment to more than two consecutive three-year terms.

393

394 **3. Chair and Vice-Chair.**

395

396 Standing Committee Chairs and Vice-Chairs shall serve three-year terms. Standing
397 Committee Chairs and Vice-Chairs are ineligible for reappointment to the leadership
398 position previously held on the same Standing Committee. Standing Committee
399 Chairs shall not be eligible for appointment to the position of Vice-Chair following a
400 term as Chair.

401

402 **(D) Vacancies.**

403

404 When a vacancy occurs, the Board shall make a recommendation for appointment and
405 terms to the Supreme Court.

406

407 **(E) Removal.**

408

409 The Board may recommend to the Supreme Court the removal of any Standing
410 Committee member. The Board may likewise remove, on its own accord, a Standing
411 Committee Workgroup member.

412

413

414 **(F) Change in Status, Role or Separation from Judicial Office, Judicial Branch Service or**
415 **Non-Judicial Branch Employment.**

416

417 **1. Completion of Appointed Term.**

418

419 Standing Committee members who experience a change in status or role, or separate
420 from judicial office, judicial branch service or non-judicial branch employment,
421 related to Standing Committee service, while serving an appointed term as a member
422 of a Standing Committee, remain eligible to continue service through the expiration
423 of the appointed term, upon the recommendation of the Board to the Supreme Court,
424 and Supreme Court approval.

425

426 **2. Reappointment.**

427

428 Standing Committee members who have experienced a change in status or role, or
429 who have separated from judicial office, judicial branch service or non-judicial
430 branch employment, related to Standing Committee service, are ineligible for
431 reappointment to a successive term on a Standing Committee, but are eligible to
432 serve as Standing Committee Workgroups, pending Standing Committee and Board
433 approval.

434

435

436 **Section 3. Workgroups.**

437

438 The Standing Committee Chair may establish Standing Committee Workgroups as
439 needed to support the work of the Standing Committees. Non-Standing Committee
440 Workgroup members shall be approved by the Standing Committee and the Board.
441 Workgroup members are not subject to terms and shall serve at the pleasure of the
442 Standing Committee and the Board.

443

444 **Section 4. Administration.**

445

446 **(A) Expenses.**

447

448 Members of Standing Committees and their Workgroups shall serve without
449 compensation. AOIC approved expenses incurred in the performance of official Judicial
450 College duties, consistent with Judicial Branch Travel Guidelines and statutes, are eligible
451 for reimbursement.

452

453

454

455 **(B) Annual Calendars.**

456

457 Standing Committees shall develop an annual calendar of educational events which
458 includes in-person and eLearning courses offered July 1 – June 30 of each year.

459 **(C) Standing Committee Meetings and Meeting Reports.**

460
461 Standing Committees shall establish an annual Committee meeting calendar, provided to
462 Standing Committee Members and the Board. The annual meeting calendar shall denote
463 scheduled in-person and virtual/telephone meetings held between July 1 – June 30 of
464 each year. In addition to scheduled meetings, Standing Committees may meet at the call
465 of the Committee Chair, and in the absence of the Chair, at the call of the Standing
466 Committee Board liaison. Scheduled meetings shall be conducted by meeting Agenda.
467 A Meeting Report shall be provided to Standing Committee members and the Board.
468 Meeting attendance shall be taken and included in the Meeting Report. In addition, a
469 separate meeting attendance roster shall be made available to Standing Committee
470 members and the Board for MCLE purposes consistent with Article VI, Section 1.

471
472 **(D) Meeting Attendance.**

473
474 Standing Committee and Standing Committee Workgroup meetings shall be limited to
475 members appointed by the Supreme Court (Standing Committee Members) and
476 approved by the Board (Workgroup members), and guests approved by the Board.
477

478 **(E) Quorum.**

479
480 A majority of the members shall constitute a quorum for purposes of conducting a
481 meeting and voting on meeting agenda items. No action shall be taken without the
482 concurrence of a quorum at a meeting.
483

484 **Article VI**

485 **Meeting Credits**

486
487 **Section 1. Minimum Continuing Legal Education (MCLE).**

488
489 Effective January 1, 2022, Supreme Court-appointed attorney members serving on
490 Standing Committees, Standing Committee Workgroups and Board of Trustee
491 Workgroups shall earn credit toward their minimum continuing legal education
492 requirement subject to Rule 795(d)(12). An attorney approved by the Board of Trustees
493 or appointed by the Court to a Standing Committee or Judicial College Workgroup shall
494 earn one hour of MCLE credit by attending a qualifying meeting. Credit for this attendance
495 is limited to 12 hours in each two-year reporting period.
496
497

498 **Article VII**

499 **Adoption and Revisions**

500
501 **Section 1. Effective Date.**

502
503
504 (A) Approved by the Supreme Court of Illinois during the **September 2016 Term of**
505 **Court.**

506
507 (B) Revisions approved by the Supreme Court of Illinois during the **May 2017 Term of**
508 **Court.**

- 509
- 510 (C) Revisions approved by the Supreme Court of Illinois during the **November 2022**
- 511 **Term of Court**. Effective January 1, 2023.
- 512
- 513 **Comments.** Administrative errors corrected May 2023.
- 514
- 515 (D) Amendment establishing a seventh Standing Committee, the Committee on Pretrial
- 516 Education (CPTe) was approved by the Supreme Court of Illinois, effective August 23,
- 517 2023.
- 518
- 519 (E) The Supreme Court expanded the Judicial College Board of Trustees to eleven
- 520 members, nine voting members and two ex-officio members during the March 2024
- 521 Term of Court. Effective July 1, 2024.
- 522
- 523 (F) Article IV of the Bylaws is amended in response to the Board expansion.
- 524 Amendments approved during the May 2024 Term of Court. Effective July 1, 2024.
- 525
- 526