

**ARIZONA CODE OF JUDICIAL ADMINISTRATION**  
**Part 1: Judicial Branch Administration**  
**Chapter 1: Leadership**  
**Section 1-105: Committee on Superior Court**

- A. General Purpose.** The Committee on Superior Court (COSC) is established as a standing committee of the Arizona Judicial Council (AJC). The COSC shall assist the AJC and the supreme court in the development and implementation of policies designed to improve the quality of justice, access to the courts and efficiency in court operations. The COSC shall study the internal operation and identify the needs of the superior court. The COSC shall also analyze and plan for future developments and recommend uniform administrative policies and procedures to improve judicial administration.
- B. Membership.** COSC is composed of the following members:
1. The associate presiding judges of Maricopa and Pima counties;
  2. Representatives from four non-metropolitan counties, two of whom must be presiding judges;
  3. Three presiding judges of special divisions;
  4. Six judges of the superior court;
  5. Two superior court clerks: one representing urban courts, the other representing rural courts;
  6. Two court administrators, one representing urban courts, the other representing rural courts;
  7. The chairperson of the Committee on Probation;
  8. A representative of the State Bar of Arizona;
  9. A public member; and
  10. Such other members as may be appointed at the discretion of the chief justice.
- C. Terms of Members.** COSC members holding membership by virtue of their positions are members of the COSC so long as they hold their respective positions. The chief justice shall appoint the other members of the COSC for terms of varying lengths to encourage continuity. Committee members may be reappointed for successive terms.
- D. Responsibilities of Members.** COSC members shall attend and actively participate in COSC meetings, assist with the administration of COSC affairs, and shall serve on other advisory

subcommittees as deemed necessary. A COSC member may designate a proxy subject to ACJA § 1-104 and the following requirements:

1. COSC members may not use the proxy provision for more than three times during the member's term;
2. The use of proxies by members of the COSC is limited to extraordinary circumstances, as determined by the chair; and
3. If a COSC member cannot attend a meeting and would like to send a proxy, the member must obtain prior approval of the chair. If approved by the chair, that proxy must comply with other guidelines regarding proxy rights.

**E. Organization.** The chief justice shall appoint the chair of the COSC and other leadership as needed to organize committee affairs. The chair may appoint advisory subcommittees to help the COSC carry out its responsibilities.

**F. Meetings.** The COSC shall meet no less than twice a year. Additional meetings may be called at the discretion of the chair. All meetings shall be noticed and open to the public.

1. Quorum. A simple majority (50% + 1) of the current COSC membership shall constitute a quorum.
2. Virtual Attendance (conference call, video conference, etc.). The COSC chair may designate a meeting as a virtual attendance meeting. Otherwise COSC members may virtually attend a meeting with prior approval of the chair. In the instance where the COSC chair designates a meeting as a virtual attendance meeting, a meeting room and a connection must be available for members of the public who wish to attend.
3. Locations. The COSC may meet at a convenient location outside of Maricopa County, but no more than once per year.

**G. Actions.** Approval of a majority of those voting shall constitute an action of the COSC.

**H. Staff.** Under the direction of the chief justice, the administrative office shall provide staff to assist and support the COSC and may conduct or coordinate management projects and research studies related to judicial administration as recommended by the COSC.

*Adopted by Administrative Order 2000-92 effective December 20, 2000. Amended by Administrative Order 2008-12 effective January 30, 2008.*