




Frequently Asked Questions (“FAQs”) for STATE COURT JUDGES

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Full Set of Frequently Asked Questions (“FAQs”) for STATE COURT JUDGES



Your assigned ICJE Staff are:

Ms. Laura Kathryn Hogan
Event Coordinator
lkhogan@uga.edu
(706) 542-1126

Mrs. Casey Semple
Event Planner
csemple@uga.edu
(706) 542-1128

CJE MANDATES FOR (ACTIVE/SENIOR/NEW) STATE COURT JUDGES

FAQ #1 - ACTIVE JUDGES/CJE MANDATE: I am an Experienced State Court Judge. Is the CJE Mandate still the same this year as it was last year?

ANSWER: Yes, it’s still the same. There are no changes in CJE requirements for the new calendar year. Uniform State Court Rule 43.1 (A) still requires State Court Judges to obtain 12 CJE Hours per calendar year. At least one hour of the mandated 12 hours per year shall be devoted to the topic of legal or judicial ethics and/or legal or judicial professionalism.

➔ **Next Steps for submitting your registration and payment to ICJE:**

<p><u>ONLINE</u></p> <ul style="list-style-type: none"> - Online registration and payment NOW AVAILABLE. See this year’s sign-up packet for more information. <p style="color: red; font-weight: bold; font-size: small;">IMPORTANT: Please note that there is a 3.49% + \$0.49 processing fee for credit card purchases.</p>	<p><u>PAPER AND MAIL</u></p> <ul style="list-style-type: none"> - The registration form is fillable. Please enter your information and course selections, save to your device and then print. <p style="text-align: center; font-weight: bold;">OR</p> <ul style="list-style-type: none"> - Attach a check (payable to “ICJE”) for the amount of the CJE Support Fee. - Mail your registration form to the mailing address shown at the top of the form.
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FAQ #2 - SENIOR JUDGES/CJE MANDATE: I am a Senior State Court Judge. Is the CJE Mandate still the same this year as it was last year?

ANSWER: Yes, it’s still the same. There are no changes in CJE requirements for the new calendar year. Uniform State Court Rule 43.1 (A) still requires Senior State Court Judges to obtain 12 CJE Hours per calendar year. At least one hour of the mandated 12 hours per year shall be devoted to the topic of legal or judicial ethics and/or legal or judicial professionalism.

➔ **Next Steps for submitting your registration and payment to ICJE:**

<p><u>ONLINE</u></p> <ul style="list-style-type: none"> - Online registration and payment NOW AVAILABLE. See this year’s sign-up packet for more information. <p style="color: red; font-weight: bold; font-size: small;">IMPORTANT: Please note that there is a 3.49% + \$0.49 processing fee for credit card purchases.</p>	<p><u>PAPER AND MAIL</u></p> <ul style="list-style-type: none"> - The registration form is fillable. Please enter your information and course selections, save to your device and then print. <p style="text-align: center; font-weight: bold;">OR</p> <ul style="list-style-type: none"> - Attach a check (payable to “ICJE”) for the amount of the CJE Support Fee. - Mail your registration form to the mailing address shown at the top of the form.
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FAQ #3 - NEW JUDGES/CJE MANDATE: I am a New State Court Judge. Is there a CJE Mandate specific to New State Court Judges?

ANSWER: Yes; Uniform State Court Rule 43.1 (B) requires New State Court Judges to complete a New Judge Orientation (“NJO”) Course. Credit from completing the State Court Judges’ NJO Course applies to, and will satisfy the annual CJE requirement, as set forth in Uniform State Court Rule 43.1 (A). You will receive a separate registration form via email for the NJO.

The Next Steps: (1) register for the State Court Judge NJO using the NJO registration form; (2) return the registration form via email to Ms. Laura Kathryn Hogan at lhogan@uga.edu or Mrs. Casey Semple at csemple@uga.edu.

FAQ #4 - NEW JUDGES/TIME REQUIREMENT: I am a New State Court Judge. How long do I have to complete the NJO?

ANSWER: Uniform State Court Rule 43.1 (B) states that the NJO should be attended “at the next available opportunity after the Judge’s election or appointment, preferably within one year after assuming office.”

FAQ #5 - NEW JUDGES/OTHER STATE-SPECIFIC TRAINING: I am a New State Court Judge and am planning to participate in the NJO this calendar year. Can I also participate in the other CJE trainings for State Court Judges?

ANSWER: Yes.

➔ **Next Steps for submitting your registration and payment to ICJE:**

<p>ONLINE</p> <ul style="list-style-type: none">- Online registration and payment NOW AVAILABLE. See this year’s sign-up packet for more information. <p>IMPORTANT: Please note that there is a 3.49% + \$0.49 processing fee for credit card purchases.</p>	<p>PAPER AND MAIL</p> <ul style="list-style-type: none">- The registration form is fillable. Please enter your information and course selections, save to your device and then print. <p>OR</p> <ul style="list-style-type: none">- Attach a check (payable to “ICJE”) for the amount of the CJE Support Fee.- Mail your registration form to the mailing address shown at the top of the form.
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“SPECIALTY” CJE (JUDICIAL) HOURS

FAQ #6 - DEFINITION OF “SPECIALTY” CJE (JUDICIAL) OR CLE (LEGAL) HOURS: What are the “Specialty” CJE or CLE Hours?

ANSWER: Ethics; Professionalism; and Trial Practice. Some ICJE constituent groups require “Specialty” CJE Hours, and some do not.

FAQ #7 - CJE (JUDICIAL) “SPECIALTY” REQUIREMENT FOR STATE COURT JUDGES: Are State Court Judges mandated to obtain any “Specialty” CJE hours each year?

ANSWER: Yes. Uniform State Court Rule 43.1 (A) mandates that at least one hour of the mandated 12 hours per year shall be devoted to the topic of legal or judicial ethics and/or legal or judicial professionalism.

FAQ #8 - “SPECIALTY” CJE (JUDICIAL) HOURS COUNTING AS CLE (LEGAL) HOURS: Can CJE (Judicial) “Specialty” hours also count as CLE (Legal) “Specialty” hours?

ANSWER: Yes, and this will be clearly reflected on both the “Attendance Form” (you return to ICJE to claim CJE hours) and also on the “Lawyer Credit Form” (you submit to the State Bar CLE Department to claim CLE hours).

FAQ #9 - DETERMINATION OF “SPECIALTY” CJE OR CLE HOURS: Who is authorized to determine what ICJE - facilitated programming content constitutes a “Specialty” CJE or CLE Hour?

ANSWER: The ICJE Staff, using the provisions prescribed in the Rules and Regulations of the State Bar of Georgia. For “Ethics”, see Regulation 3 to State Bar Rule 8-104(B); for “Professionalism” see Regulation 4 to State Bar Rule 8-104 (B); and, for “Trial Practice”, see State Bar Rule 8-104 (D)(2).

CONFIRMATION OF YOUR REGISTRATION

FAQ #10 - WHERE IS MY CONFIRMATION EMAIL? Why haven't I received my email confirmation of the courses I registered for?

ANSWER: (1) Have you checked your spam folder? Some email servers categorize emails sent from the ICJE Event Management software as spam. (2) Have you added the ICJE Staff to your email contacts to ensure delivery?

ICJE POINTS OF CONTACT			
CONSTITUENT GROUPS	ICJE TEAM MEMBERS	OFFICE PHONE NO.	EMAIL ADDRESS
Superior Court Judges Superior Court Clerks Magistrate Court Judges Magistrate Court Clerks Multi-Class Live & Online USCR 43.6	Susan Mason Event Coordinator	706-542-1129	susan.mason@uga.edu
	& Thomas Erwin Event Planner	706-542-1150	terwin21@uga.edu
Accountability Court Judges State Court Judges Probate Court Judges (Non-Traffic) Probate Court Judges (Traffic) Probate Court Clerks International Groups	Laura Kathryn Hogan Event Coordinator	706-542-1126	lkhogan@uga.edu
	& Casey Semple Event Planner	706-542-1128	csemples@uga.edu
Juvenile Court Judges Juvenile Court Clerks Judicial Staff Attorneys Municipal Court Judges Municipal Court Clerks	Melinda Hobbs Event Coordinator	706-542-1158	mlhobbs@uga.edu
	& Annelle Berry Event Planner	706-542-1164	awberry@uga.edu
Office Manager Financials	Emily Rashidi Business Operations Manager	706-542-1160	emily.rashidi@uga.edu
ICJE Executive Director	Lynne Moore Nelson	706-542-1124	LynneMoore.Nelson@uga.edu

(3) Completed Registration Forms are processed as promptly as possible; to check on the status of your form, contact Ms. Laura Kathryn Hogan (Event Coordinator, lkhogan@uga.edu or 706-542-1126) or Mrs. Casey Semple (Event Planner, csemples@uga.edu or 706-542-1128).

COVID

FAQ #11 - PROGRAM CHANGES/IMPACT OF COVID: What impact will COVID have on the training opportunities this calendar year?

ANSWER: ICJE staff anticipates that COVID will continue to impact the format of ICJE-facilitated training. As noted on the registration form, the program delivery format of every event is subject to change due to COVID. At this time, all of the events are scheduled to occur as noted at the dates and locations shown on the registration form.

FAQ #12 - PROGRAM CHANGES/COMMUNICATION: Who decides if a scheduled event is changed due to COVID, and how will I find out?

ANSWER: Both your group's leadership and ICJE collaborate on any decisions regarding schedule changes. Full logistical information is emailed to you as promptly as possible after any decision. This same, successful practice will be followed during this calendar year.

OTHER CJ E OPPORTUNITIES

FAQ #13 - OTHER TRAINING OPPORTUNITIES: Are State Court Judges allowed to obtain CJ E hours from educational events other than those listed on the registration form?

ANSWER: Yes, ICJE-facilitated courses are only one of several categories of CJ E activities accredited pursuant to the Uniform State Court Rules. Review Uniform State Court Rule 43.1 (E)(1) for the full detailed listing of all qualifying creditable CJ E programs.

To request external CJ E hours: (1) please mail to ICJE an original letter, signed and dated, stating that you request to receive CJ E hours for the name of the program, including the date, location and sponsor of the course that you attended, along with the specific amount of CJ E hours you are requesting; and (2) also provide a copy of the agenda as well.

CHECKING YOUR CJ E TRANSCRIPT STATUS

FAQ #14 - CERTIFICATION OF CJ E HOURS REQUIREMENT: How do I prove what CJ E hours I participate in?

ANSWER: By signing and returning an Attendance Form provided by ICJE. Every ICJE-facilitated course will include the provision of an "Attendance Form". You complete the form, sign it, and return it to ICJE.

FAQ #15 - CJ E TRANSCRIPT REPOSITORY: Who maintains the transcript of my CJ E hours?

ANSWER: ICJE is the official repository of State Court Judges' CJ E Transcripts.

FAQ #16 - CJ E TRANSCRIPT STATUS: How can I check my CJ E status?

ANSWER: You can check your CJ E hours on our website at <https://icje.law.uga.edu/>. Once you've arrived to the site, drag your cursor over the "Training" tab located on the navigation bar at the top of the screen. In the dropdown list, hover over "Judges Training". Select "State Court Judges" and then click on "CJ E Status" to check your CJ E hours for the current calendar year. The Transcript Spreadsheet will either download to your computer or open a new tab in your internet browser; hours are listed by bar number.

FAQ #17 - ERROR OR AN OMISSION ON CJE TRANSCRIPT: There is an error or an omission on my CJE transcript, who do I contact?

ANSWER: Please contact Ms. Laura Kathryne Hogan (Event Coordinator, lkhogan@uga.edu or 706-542-1126) or Mrs. Casey Semple (Event Planner, csemples@uga.edu or 706-542-1128).

ROLLOVER OF EXCESS CJE HOURS EARNED

FAQ #18 - ROLLOVER OF EXCESS CJE HOURS: If I obtain more than 12 CJE Hours of State Court Judge training in one year, will the excess hours rollover and count toward the next year's CJE requirement?

ANSWER: Yes, up to a limit. Uniform State Court Rule 43.1 (A) provides that if a judge completes more than twelve hours of credit in any calendar year, the excess credit shall be carried over and credited to the education requirement for the next succeeding year only. ICJE staff will automatically calculate and credit the hours.

FAQ #19 - CJE TRANSCRIPT/ROLLOVER OF EXCESS CJE HOURS: How do I ensure that my rollover CJE hours have been credited on my CJE transcript?

ANSWER: You can check your Rollover CJE Hours on our website at <https://icje.law.uga.edu/>. Once you've arrived to the site, drag your cursor over the "Training" tab located on the navigation bar at the top of the screen. In the dropdown list, hover over "Judges Training". Select "State Court Judges" and then click on "CJE Status" to check your CJE hours for the current calendar year. The Transcript Spreadsheet will either download to your computer or open a new tab in your internet browser; hours are listed by bar number.

NON-COMPLIANCE WITH CJE MANDATES

FAQ #20 - NON-COMPLIANCE: What happens when a State Court Judge fails to meet the requisite CJE mandates?

ANSWER: Noncompliance with the State Court Judge CJE requirements is addressed, in detail, by Uniform State Court Rule 43.3. Review the full Uniform Rule for the details, including provisions for reporting of delinquencies, reprimands, and more information.

EXEMPTION FROM CJE MANDATES

FAQ #21 - EXEMPTION FROM CJE REQUIREMENTS: May I request an exemption from the CJE requirements?

ANSWER: Yes. Exemptions from State Court Judge CJE requirements are addressed, in detail, by Uniform State Court Rule 43.4. Please be sure to review the full Uniform Rule for the details on the criteria and how to proceed with your request.

SIMULTANEOUS SERVICE AS JUVENILE COURT JUDGE

FAQ #22 - SIMULTANEOUS SERVICE AS JUDGE IN A JUVENILE COURT: I am simultaneously serving as a Juvenile Court Judge - if I obtain CJE Hours of State Court Judge training in one year, will the State Court Judge CJE hours count towards my CJE requirements applicable to my service as a Juvenile Court Judge?

ANSWER: No, and this policy is set by the Council of Juvenile Court Judges’ Executive Committee; and, Council of Juvenile Court Judges’ Education and Certification Committee. The ICJE Staff refers to this issue as “Cross-Court CJE Credit” and every class of court handles the issue of “Cross-Court CJE Credit” differently.

SIMULTANEOUS SERVICE AS PROBATE COURT JUDGE

FAQ #23 - SIMULTANEOUS SERVICE AS JUDGE IN A PROBATE COURT: I am simultaneously serving as a Probate Court Judge - if I obtain CJE Hours of State Court Judge training in one year, will the State Court Judge CJE hours count towards my CJE requirements applicable to my service as a Probate Court Judge?

ANSWER: Probate Judges’ Training Council Policy states that “Guidelines for cross-training credit for each judge concurrently serving as a judge in another class of court may receive up to six (6) hours of credit for any mandated training completed.” The “Cross-Court CJE Credit” policy is set by the Council of Probate Court Judges’ Executive Committee; the Probate Judges’ Training Council, and the PJTC Traffic Committee (for those with Traffic Jurisdiction).

SIMULTANEOUS SERVICE AS MAGISTRATE COURT JUDGE

FAQ #24 - SIMULTANEOUS SERVICE AS JUDGE IN A MAGISTRATE COURT: I am simultaneously serving as a Magistrate Court Judge - if I obtain CJE Hours of State Court Judge training in one year, will the State Court Judge CJE hours count towards my CJE requirements applicable to my service as a Magistrate Court Judge?

ANSWER: It’s possible, but you have to proactively request for this to be authorized by the Magistrate Court Training Council, and they will weigh whether or not the State Court CJE content is applicable to your service as a Magistrate Court Judge. The “Cross-Court CJE Credit” policy is set by the Council of Magistrate Court Judges’ Executive Committee; and, the Magistrate Court Training Council. To start the process, email or call your ICJE staff points of contact for Magistrate Court.

SIMULTANEOUS SERVICE AS MUNICIPAL COURT JUDGE

FAQ #25 - SIMULTANEOUS SERVICE AS JUDGE IN A MUNICIPAL COURT: I am simultaneously serving as a Municipal Court Judge - if I obtain CJE Hours of State Court Judge training in one year, will the State Court Judge CJE hours count towards my CJE requirements applicable to my service as a Municipal Court Judge?

ANSWER: Yes, and the applicable statute is **OCGA § 36-32-27 (d)**, which provides as follows: “This Code Section [36-32-27 (c) which requires Municipal Court Judge CJE hours] shall not apply to any magistrate judge, probate judge, or any judge of a court of record who presides in a court exercising municipal court jurisdiction”. The net effect of this law is to offer an exemption from Municipal Court Judge CJE requirements for State Court Judges. By selecting the Municipal Court Judge box on the attendance form, you are notifying ICJE of your request to claim Municipal Credit from a State Court event. This will also serve as your request to the Municipal Courts Training Council.

CJE AGENDA CONTENT

FAQ #26 - AGENDA PLANNING: Who plans the agendas and topics for CJE events?

ANSWER: Your colleagues in the Council of State Court Judges, using a collaborative, committee-based, process in conjunction with the ICJE Staff. New Judge Orientation is planned by the New Judge Orientation and

Mentoring Committee. All other events are planned by the Educational Programs Committee. All agendas are planned in collaboration with ICJE staff, and they are also routed through the Council Executive Committee, as well.

FAQ #27 - IDEA FOR FUTURE AGENDA: I have a suggested topic for a future seminar – who should I contact?

ANSWER: Forward your suggestions to the Chair of the Educational Programs Committee; or, if it is an idea for New Judge Orientation, then forward your suggestion to the Chair of the New Judge Orientation and Mentoring Committee. Be sure to include the Executive Director of your Council of State Court Judges on the correspondence too. Furthermore, you may feel free to note any potential topic suggestions for future conference agendas in the “General Comments” section of the ICJE Post-Conference Surveys.

CJE PRESENTERS

FAQ #28 - PRESENTERS: Who chooses the speakers/presenters for the ICJE events?

ANSWER: Your colleagues in the Council of State Court Judges, using a collaborative, committee-based, process in conjunction with the ICJE Staff. New Judge Orientation is planned by the New Judge Orientation and Mentoring Committee. All other events are planned by the Educational Programs Committee. All agendas – including the selection of the presenters - are planned in collaboration with ICJE staff, and they are also routed through the Council Executive Committee as well.

FAQ #29 - PRESENTERS & CJE (JUDICIAL) CREDIT: When I serve as a presenter for an ICJE-facilitated seminar, can I get extra CJE (Judicial) credit for service as a presenter?

ANSWER: Yes, automatically. The ICJE staff will automatically process this “speaker CJE credit” for you.

Calculation of “Speaker CJE (Judge) Credit”: The ICJE Staff calculates the amount of “Speaker CJE Credit” in accordance with Uniform Superior Court Rule 43.1 (E), as adopted for usage pursuant to the Uniform State Court Rules.

FAQ #30 - PRESENTERS & CLE (LEGAL) CREDIT: When I serve as a presenter for an ICJE-facilitated seminar, can I get extra CLE (Legal) Credit for service as a presenter?

ANSWER: Yes, upon request. If you want the CLE credit, please request it from ICJE staff.

Explanatory Note: Although ICJE staff will be glad to process the extra CLE credit for your service as a presenter upon your request, our observation is that the majority of presenters already wind up with more CLE than they need in a given calendar year. We believe this fact is indicative of the high level of professionalism represented by those chosen by their peers to serve as presenters.

Calculation of “Speaker CLE (Legal) Credit”: The ICJE Staff calculates the amount of “Speaker CLE Credit” in accordance with State Bar of Georgia Rule 8-106 “Hours and Accreditation”; Regulation (3) “Teaching”.

FAQ #31 - FUTURE PRESENTER: I would like to volunteer to be a presenter for a future seminar; and/or I have a suggestion for an excellent presenter for a future seminar – who should I contact?

ANSWER: Contact the Chair of the Educational Programs Committee; or, if it is an idea for New Judge Orientation, then forward your suggestion to the Chair of the New Judge Orientation and Mentoring Committee. Be sure to include the Executive Director of your Council of State Court Judges on the correspondence, too. Furthermore, you may feel free to note any potential speaker suggestions for future conference agendas in the “General Comments” section of the ICJE Post-Conference Surveys.

CJE VENUES

FAQ #32 - LOCATIONS FOR LIVE EVENTS: Who chooses the locations for the live, on-site training events?

ANSWER: Your colleagues in the Council of State Court Judges, using a collaborative, committee-based, process in conjunction with the ICJE Staff. Locations are chosen by the Conference Venue Site Committee, in collaboration with ICJE staff. All venue decisions are also routed through the Council’s Executive Committee, as well. In order to ensure availability and the best possible pricing, venues are chosen and contracted well in advance. Your Council has reserved a limited room block at discounted group room rate for training participants. Training participants are strongly urged to make reservations at the recommended venue to avoid attrition fees to the Council for not meeting the room block quota.

CJE (JUDICIAL) HOURS VS. CLE (LEGAL) HOURS

FAQ #33 - ATTORNEYS WHO ARE FULL-TIME JUDGES – CLE EXEMPTION: I am a member of the State Bar of Georgia and a full-time Judge, what are my current CLE (legal) requirements each year?

ANSWER: You qualify for an exemption from CLE requirements, but you must proactively request it. If you are a full-time Judge who is prohibited from the practice of law, you are eligible to claim an exemption from CLE requirements pursuant to **State Bar Rule 8-102 (b)**. The State Bar CLE Department does not automatically exempt you upon your ascension to the Bench, so in order to claim this exemption, contact the State Bar CLE Department at 404.527.8710 or cle@gabar.org.

The Next Steps: (1) Contact the State Bar CLE Department at 404.527.8710 or cle@gabar.org; (2) inform them you are a full-time Judge prohibited from the practice of law; and, (3) request the judicial CLE exemption.

FAQ #34 - ATTORNEYS WHO ARE PART-TIME JUDGES – CLE REQUIREMENTS: I am a member of the State Bar of Georgia and a part-time Judge, what are my current CLE (Legal) requirements each year?

ANSWER: Same as other Georgia-based attorneys who are active status members of the State Bar of Georgia. (Currently 12 CLE hours per year including 1 ethics hour, 1 professionalism hour, 3 trial hours (only required for trial attorneys)).

FAQ #35 - CJE (JUDICIAL) HOURS COUNTING TOWARD CLE (LEGAL) HOURS IN GEORGIA: When I participate in ICJE-facilitated events, will any of those CJE (Judicial) hours also count toward my CLE (Legal) hours in Georgia?

ANSWER: Yes, but it is not automatic, you have to proactively request it. For every ICJE-facilitated event, the ICJE staff will provide a “Lawyer Credit Form”. It is your responsibility to return the completed form to the State Bar of Georgia CLE Department.

FAQ #36 - CLE (LEGAL) HOURS COUNTING TOWARD CJE (JUDICIAL) HOURS IN GEORGIA: When I participate in State Bar of Georgia ICLE-facilitated events, will any of those CLE (Legal) hours also count toward my CJE (Judicial) hours in Georgia?

ANSWER: It’s possible, but you have to proactively request for this to be authorized by the appropriate educational apparatus for your class of court, and they will weigh whether or not the State Bar ICLE seminar content is applicable to your service for your class of court. Every class of court has different rules on this issue - to start the process, email or call your ICJE staff points of contact.

FAQ #37 - TOTAL OF CJE HOURS IS DIFFERENT FROM TOTAL OF CLE HOURS FOR SAME EXACT TIME PERIOD: I have noticed that the amount of CJE (Judicial) Hours available on the “Attendance Form” never equals the

amount of CLE (Legal) Hours available on the “Lawyer Credit Form” for the same exact time slot – why don’t the total hours ever match up?

ANSWER: Until pertinent regulations change, they never will match up, and this is often a point of confusion. Under current pertinent regulations, the calculation of CJE (Judicial) credit is different from the calculation of CLE (Legal) credit. 60 minutes ordinarily constitutes 1 hour; but not necessarily for purposes of calculating units of time for accredited adult learning activities. ICJE uses a “50-minute” calculation for CJE (meaning that 50 minutes of activity will suffice for 1 hour of CJE Credit). However, the State Bar of Georgia uses a “60-minute” calculation for CLE (meaning that 60 minutes of activity is required for 1 hour of CLE Credit).

Example of CJE (Judicial) Hour Calculation: ICJE Board of Trustees’ policy designates that the CJE educational program hour is comprised of fifty (50) minutes of instructional activity. Therefore, a topic timeslot that starts at 8:00 am and concludes fifty minutes later at 8:50 am = 1.0 CJE Credit Hour.

-versus-

Example of CLE (Legal) Hour Calculation: State Bar of Georgia Rule 8-106 (A) (2) designates that the CLE educational program hour is comprised of sixty (60) minutes of instructional activity. Therefore, a topic timeslot that starts at 8:00 am and concludes fifty minutes later at 8:50 am = 0.8 CLE Credit Hour.

Explanatory Note: Is this confusing to you? If so, you’ve got plenty of company. Nationwide, continuing judicial educational and continuing legal education administrators refer to their jurisdictions as either a “50-minute jurisdiction” or a “60-minute jurisdiction”. There is no uniformity on this issue.

COSTS OF PARTICIPATION IN CJE TRAINING

FAQ #38 - COSTS OF PARTICIPATION IN EDUCATIONAL PROGRAMS: Is there any Georgia Law that I can cite to the governing authority of my jurisdiction regarding authorization of expenses incurred for participating in educational programs?

ANSWER: Yes, OCGA § 15-1-11 (b) “Attendance of judges and court personnel at educational programs” provides, in part, that the expense incurred in connection with participation in educational programs is a proper expenditure of public funds, and should be paid by the governing authority from county funds. See the full text of the statute for details.

MORE INFORMATION ABOUT CJE SUPPORT FEES

FAQ #39 - WHY FEES ARE NECESSARY: Why do ICJE constituent groups have to pay annual CJE Support Fees to ICJE?

ANSWER: Revenues from CJE Support Fees paid by ICJE Constituents pays for the educational programming for those ICJE Constituents. The funds appropriated to ICJE in the State of Georgia budget are not sufficient to cover: (1) the entire cost of ICJE administrative/overhead operations; nor, (2) the costs of facilitating educational programming for the constituent groups served by ICJE.

FAQ #40 - WHO DETERMINES THE FEES: Who sets the amounts of the annual CJE Support Fees?

ANSWER: The ICJE Board of Trustees, in collaboration with the leadership of all ICJE constituent groups. The annual CJE Support Fees are reviewed every year in a collaborative process. The ICJE staff calculates the revenues received, minus the expenditures paid, and the resulting fund balance (whether positive or negative).

FAQ #41 - ICJE AS A NON-PROFIT ENTITY: What is ICJE’s Profit Margin?”

ANSWER: On occasion, ICJE staff has been asked by constituent group representatives, “What is your profit margin?”. The answer is that ICJE, as a state judicial branch agency, is not a “for-profit” entity. From an accounting standpoint, the term “profit margin” does not apply to ICJE. “Profit margin” is used to describe a for-profit company’s income, after direct expenses to market or manufacture a product or service, and before deducting administrative costs. “Profit Margin” (or “Gross Profit”, which is the actual term found on the financial statements of for-profit entities) is not a term found on the financial statements of a not-for-profit organization.

FAQ #42 - OVERSIGHT/FINANCIAL REPORTING: Describe the financial oversight of ICJE, the recipient of annual CJE support fees?

ANSWER: ICJE is governed by a Board of Trustees, comprised of representatives of all ICJE constituent groups. Monthly financial reports are provided to all Board members and also to all constituent group leaders by the ICJE staff. Additionally, financial spreadsheets showing the cost of each educational programming event are provided to all Board members and constituent group leaders as soon as practicable after each event.

GENERAL INFORMATION ABOUT ICJE

FAQ #43 - ABOUT ICJE: What is “ICJE”?

ANSWER: Established in 1978 by Order of the Supreme Court of Georgia, the Institute of Continuing Judicial Education (“ICJE”) is a professional education consortium of the Georgia Judicial Branch, the State Bar of Georgia, and Georgia’s ABA accredited law schools: Emory University School of Law; Georgia State University College of Law; Mercer University School of Law; the University of Georgia School of Law; and, Atlanta’s John Marshall Law School.

FOR MORE INFORMATION

FAQ #44 - FOR MORE INFORMATION: I have a question that has not been answered – who can I contact?

ANSWER: As always, you can contact Ms. Laura Kathryn Hogan (Event Coordinator, lkhogan@uga.edu or 706-542-1126) or Mrs. Casey Semple (Event Planner, csemple@uga.edu or 706-542-1128).

Visit ICJE’s website at: <https://law.uga.edu/icje> for more information about training and resources, Georgia Domestic Violence Benchbook, USCR 43.6, and more!