

Rule 11-101.

1 **Rule 11-101. Creation and Composition of Advisory Committees.**

2 Intent:

3 To establish advisory committees and procedures to govern those committees.

4 Applicability:

5 This rule shall apply to the Supreme Court, the Administrative Office of the Courts,
6 and the Supreme Court advisory committees.

7 Statement of the Rule:

8 (1) Establishment of committees. There is hereby established a Supreme Court
9 advisory committee in each of the following areas: civil procedure, criminal procedure,
10 juvenile court procedure, appellate procedure, evidence, and the rules of professional
11 conduct. The Supreme Court shall designate a liaison to each advisory committee and
12 to the Utah State Bar.

13 (2) Composition of committees. The Supreme Court shall determine the size of each
14 committee based upon the workload of the individual committees. The committees
15 should be broadly representative of the legal community and should include practicing
16 lawyers, academicians, and judges. Members should possess expertise within the
17 committee's jurisdiction.

18 (3) Application and recruitment of committee members. Vacancies on the
19 committees shall be announced in a manner reasonably calculated to reach members
20 of the Utah State Bar. The notice shall specify the name of the committee which has the
21 vacancy, a brief description of the committee's responsibilities, the method for
22 submitting an application or letter of interest and the application deadline. Members of
23 the committees or the Supreme Court may solicit applications for membership on the
24 committees. Applications and letters of interest shall be submitted to the Supreme
25 Court.

26 (4) Appointment of committee members and chair. Upon expiration of the application
27 deadline, the Supreme Court shall review the applications and letters of interest and
28 appoint those individuals who are best suited to serve on the committee. Members shall
29 be appointed to serve staggered four-year terms. The Supreme Court shall select a
30 chair from among the committee's members. [No lawyer may serve more than two](#)
31 [consecutive terms on the committee unless appointed by the Supreme Court as the](#)

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32 [committee chair or as an institutional or court representative \(e.g. an academician,](#)
33 [judge, recording secretary, etc.\) or when justified by exceptional circumstances.](#) Judges
34 who serve as members of the committees generally shall not be selected as chairs.
35 Committee members shall serve as officers of the court and not as representatives of
36 any client, employer, or other organization or interest group. At the first meeting of a
37 committee in any calendar year, and at every meeting at which a new member of the
38 committee first attends, each committee member shall briefly disclose the general
39 nature of his or her legal practice.

40 (5) Vacancies. In the event of a vacancy on a committee due to death, incapacity,
41 resignation or removal, the Supreme Court, after consultation with the committee chair,
42 shall appoint a new committee member to serve for the remainder of the unexpired
43 term.

44 (6) Absences. In the event that a committee member fails to attend three committee
45 meetings during a calendar year, the chair may notify the Supreme Court of those
46 absences and may request that the Supreme Court replace that committee member.

47 (7) Administrative assistance. The Administrative Office of the Courts shall
48 coordinate staff support to each committee, including the assistance of the Office of
49 General Counsel in research and drafting and the coordination of secretarial support
50 and publication activities.

51 (8) Recording secretaries. A committee chair may appoint a third-year law student, a
52 member of the Bar in good standing, or a legal secretary to serve as a recording
53 secretary for the committee. The recording secretary, shall attend and take minutes at
54 committee meetings, provide research and drafting assistance to committee members
55 and perform other assignments as requested by the chair.

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