

A Word of Welcome to the Federal Judicial System

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with

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Part One: National Federal Judicial Administration

I. Federal Judicial Center

- federal courts' agency for continuing education and research on judicial administration - 28 U.S.C. § 620 et seq.
- Board of the Center sets overall policy - chaired by the Chief Justice and including six judges elected by the Judicial Conference of the United States plus the Director of the Administrative Office of the U.S. Courts
- educational functions include orientation programs, annual seminars, and other educational programs
 - you will receive additional information about particular programs as they're scheduled
- services described in the *Federal Judicial Center Annual Report*, *Catalog of Publications*, and *Catalog of Audiovisual Media Programs*
 - some publications come automatically; inquire about other publications and services

II. Administrative Office of the U.S. Courts (AO)

- federal courts' "housekeeping agency" - 28 U.S.C. § 601 et seq.
- director, deputy director appointed by Chief Justice
- activities are extensive, including:
 - administering the federal judicial budget
 - managing space, facilities and personnel
 - maintaining statistics on all aspects of judiciary
- services described in *Annual Report of the Director of the Administrative Office of the United States Courts*

III. Judicial Conference of the United States

- responsible for overall national policy of the federal judiciary - 28 U.S.C. § 331
- membership - Chief Justice (chair), 13 chief circuit judges, 12 district judges (one from each regional circuit) and Chief Judge, Court of International Trade
- Administrative Office provides staff to the Conference
- meets twice a year, in Washington, D.C.
- much work done through committees, in such areas as:
 - judicial resources and administration
 - rule-making (amendments to civil, criminal, bankruptcy and appellate rules reviewed by Conference rules committees, Conference, Supreme Court, and Congress) (see *Guide to Judiciary Policies and Procedures, Judge's Manual* for complete list of committees)

Part Two: Regional Federal Judicial Administration

I. Circuit Judicial Councils - 28 U.S.C. § 332

- overall responsibility for "the effective and expeditious administration of justice within the circuit" - 28 U.S.C. § 332(d)(1)
 - monitoring the state of business (including backlogs)
 - approving court operating plans in various areas
 - acting on complaints of judicial disability or misconduct
- chaired by chief circuit judge and includes equal number of district and circuit judges

II. Circuit Judicial Conferences - 28 U.S.C. § 333

- held at least every other year
- provide opportunity for bench and bar to communicate with one another and seek ways of improved judicial administration

Part Three: Role of Congress

- All the entities listed above were created by Congress, on recommendation of federal judges
- Congress plays a vital role in federal judicial administration
 - appropriates funds and other supports for court operations
 - legislates regarding court organization and procedure
 - source of substantive law that courts administer

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