

CHAPTER EIGHT
COMMITTEE ON MINISTRY

I. Membership

- A. The Committee on Ministry consists of eighteen (18) members divided into three classes of six each. The membership of each class is divided between ruling and teaching elders to maintain an equal balance between each category at the time each new class is elected (to include any members elected to fill unexpired terms).
- B. The COM chair is nominated by the Nominating Committee and elected by the Presbytery. The Committee Chair appoints the number of vice-chairs needed by the COM in order to effectively carry out its business.
- C. A quorum is a simple majority of the elected members present in person.
- D. The Stated Clerk serves *ex officio* on the Committee, without vote, and is the COM's secretary, taking the minutes at meetings and conducting correspondence as related to calls or as requested.
- E. The Chair, in consultation with the Executive Presbyter, may appoint qualified persons to serve on subcommittees to assist in its work. Such individuals have the privilege of voice, but not a vote, at COM meetings, when the COM is discussing matters with which that individual is directly related.

II. Purpose and Accountability

A. Purpose

The purpose of the COM is to:

- 1. Provide and execute effective processes related to calling, ordaining, installing and dissolving pastoral relationships with teaching elders in this Presbytery pursuant to *BoO* G-2.07, 2.08 and 2.09.
- 2. Provide and execute effective processes related to calling, commissioning and dissolving relationships with commissioned ruling elders and certified Christian educators in this Presbytery pursuant to *BoO* G-2.10 and 2.11, respectively.
- 3. Maintain effective communications and relationships with sessions of the Presbytery pursuant to *BoO* G-3.0303.
- 4. Examine teaching elders and candidates seeking membership in this Presbytery and recommend to the Presbytery its action pursuant to *BoO* G-3.0306.

5. Examine ministers of another Christian church that have been called to work properly under the jurisdiction of the Presbytery pursuant to *BoO* G-2.0505.
 6. Maintain communications regarding the life and ministry of congregations, teaching elders, certified Christian educators and commissioned ruling elders pursuant to *BoO* G-3.0307.
 7. Settle difficulties on behalf of the Presbytery where possible and expedient pursuant to *BoO* G-3.0307.
- B. The COM is directly accountable to, and reports directly to, the Presbytery.
- C. The COM holds stated meetings and may, with due notice, hold special meetings as called by the Chair or by two (2) members of the Committee after consultation with the Executive Presbyter and/or Stated Clerk.

III. Duties

The COM:

- A. Assists the Presbytery in fulfilling its functions related to teaching elders, commissioned ruling elders and congregations as required by the *BoO*;
- B. Represents the interest of the Board of Pensions in the Presbytery and provides advice to members of the Benefits Plan and to the particular churches on matters relating to the Plan and the Board;
- C. Nominates to the Presbytery administrative commissions for pastoral ordinations and/or installations and reports the completion of such to the next stated meeting of Presbytery following completion of each commission's work;
- D. Recommends to the Presbytery that it take action to create administrative commissions to inquire into pastoral relationships with congregations or conditions within congregations when deemed appropriate after exhausting all other methods to resolve conflict;
- E. Maintains a pastoral relationship to all teaching elders, and particularly to retirees, special-need cases and to their families;
- F. Maintains a process to validate ministries in which teaching elders that are members of the Presbytery are working, when other than an installed pastoral position or temporary pastoral relationship (see *BoO* G-3.0306); and
- G. Maintains a process for temporary pastoral relationships (see *BoO* G-2.0504b):
 1. Consults with sessions regarding teaching elders, candidates, or ruling elders being considered for temporary pastoral relationships.

2. Maintains oversight of temporary pastoral relationships as identified by the Standing Rules of this *Manual*.
- H. Maintains a process for certified Christian educators (CCEs) and associate CCEs (see *BoO* G-2.1103b):
1. Minimum requirements for compensation and benefits;
 2. Recommend Presbytery status with regard to participation in Presbytery meetings.
- I. Maintains a process for commissioned ruling elders (CREs) (see *BoO* G-2.1001 & .1002):
1. Establish training and other requirements to become a CRE;
 2. Examine ruling elders that apply to become a CRE, in consultation with a session;
 3. Recommend to the Presbytery ruling elders to be commissioned and the authority of their commission;
 4. Maintain a pastoral relationship to all CREs during the time of their commission.
- J. Provides for appropriate recognition for teaching elder members of Presbytery at the time of their retirement, including, when appropriate, recommendation that the Presbytery transfer that individual to the honorably retired status (HR) (see *BoO* G-2.0503c);
- K. Prepares annually and submits to Presbytery a report of the compensation received by teaching elders and commissioned ruling elders of the Presbytery and recommends annually to Presbytery minimum terms of compensation for installed teaching elders (see *BoO* G-3.0303c):
1. Minimum terms do not apply to teaching elders in validated ministries or temporary pastoral relationships, including employees of the Presbytery;
 2. Minimum terms are pro-rated for part-time installed positions proportionate to the number of hours worked per week pursuant to an individual's call;
- L. Confers with sessions of churches without pastors with respect to compensation and reimbursement to temporary session moderators appointed by Presbytery;
- M. Designates a moderator of session and congregational meetings for each church of the Presbytery without an installed pastor; such moderators are teaching or ruling elder members of the Presbytery;

- N. Authorizes the times and places for teaching elders that are not serving in an installed pastoral positions to administer the Sacraments;
- O. Provides consultative services to congregations in the conducting of congregation mission studies. A current mission study is a prerequisite to the pastoral call process beginning and is subject to the approval of the Committee on Ministry as follows:
 - 1. The COM may waive, by majority vote, completion of a mission study for the call of a designated pastor. Notwithstanding the provisions of paragraph XI.B of Chapter 16, of this *Manual*, this requirement for a mission study may be waived by a two-thirds majority vote of the Committee for all other pastoral calls;
 - 2. Congregations are encouraged to conduct a mission study every five years and update it as appropriate; and
 - 3. Maintains and fulfills any additional requirements specified in the Committee on Ministry Handbook.

IV. Authority to Act

- A. The COM is empowered to do the following, provided that all such actions are reported to the next stated meeting of the Presbytery (see *BoO* G-2.0804, G-3.0106):
 - 1. Review and present to the Presbytery for approval calls for services of installed teaching elders and commissioned ruling elders; and
 - 2. Examine each teaching elder requesting a transfer from another Presbytery on his or her Christian faith and views of theology, the Sacraments and the government of this church, as required by *BoO* G-3.0306, and make a recommendation to Presbytery. Present the teaching elder to Presbytery for its examination prior to a vote to admit the minister into membership of the Presbytery. This requirement may not be waived for any teaching elder requesting to join this Presbytery.
- B. The COM is empowered to do the following as a commission of the Presbytery, pursuant to *BoO* G-3.0109b, provided that all such actions are reported to the next stated meeting of the Presbytery for incorporation in its records:
 - 1. Find in order terms of call issued by churches and any revisions thereto (see *BoO* G-3.0109b(3));
 - 2. Dissolve the pastoral relationship in cases where the congregation and the pastor concur;
 - 3. Grant permission to labor within or outside the bounds of this Presbytery; and

4. Dismiss teaching elders to other presbyteries provided that no allegations or charges are pending against that individual and all financial obligations to the last place of employment or call have been met.