

**United Church of Christ
Twenty-sixth General Synod
June 22-26, 2007
Hartford, CT**

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**United Church of Christ
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Hartford, CT
June 22– June 26, 2007**

Welcome to Hartford from the Local Arrangements Committee

For nearly a year, your Local Arrangements Committee (LAC) in Connecticut under the leadership of Ms. Susan Butler Woodward and the Rev. Jonathan Lee has been hard at work arranging to welcome delegates and visitors to Hartford for an unforgettable Twenty-sixth General Synod. The LAC is the local hands-on connection for the 50th Anniversary Committee (who are the Program and Planning Committee for this special Synod) and the Office of General Ministries. Because of the numbers expected in Hartford and the unique experience of Synod in the City planned for Saturday, the LAC has mobilized the members of the 246 churches of the Connecticut Conference to offer their considerable skill and expertise, all to ensure that you are warmly welcomed, can find your way to and around the city easily, get to where you need to be, and comfortably and fully experience this great celebration of our wider church family. Know that your church family in Connecticut is eager to see you and ready to offer extravagant welcome!

VENUE- The Hartford Civic Center

The Hartford Civic Center will be the central location for the Twenty-sixth General Synod. The Civic Center is a large arena-style venue in the city's downtown which will allow the large number of delegates and visitors to worship and conduct business with clear sight lines and excellent acoustics. The main floor provides ample room for Synod delegations, and the seats rising from the floor ensure all present will feel part of the proceedings.

The Civic Center was not the original venue for this General Synod. Arrangements had been made at the new Connecticut Convention Center and the Marriot Hotel, a joint facility at what is called "Adriaen's Landing." Because of a significant labor dispute and related justice issues (outlined below), the UCC's Executive Council decided to relocate to the Civic Center.

What are the issues that resulted in moving from Adriaen's Landing? Hotel and convention center jobs not covered by a union contract are some of the worst jobs in the country. The pay is low, health insurance and other benefits are very rare, and injury rates are rising. To combat this problem, a growing number of hotel workers are forming and joining unions. In many of the nation's largest cities, hotel workers employed by the major chains do have a union contract. Moreover, in many locations, the hotel corporation has also agreed that workers in any new hotel acquired by the chain will have an unrestricted right to decide whether to form a union ("card check neutrality").

It is this right that the Waterford Group, the company that manages the Hartford Marriott and Adriaen's Landing Convention Center, has denied their workers. In fact, Waterford refuses to sit down and negotiate anything with their workers despite a Hartford city ordinance requiring it to

do so (a requirement imposed on every firm that receives public money from the city, as Waterford has done). The city of Hartford is currently suing the Waterford Group over its refusal to comply with the ordinance; a judge's decision is expected some time in the spring.

For more information about the Hartford situation, the UCC's involvement there, and the right of workers to form or join a union, go to the Justice and Witness Ministries' webpage: www.ucc.org/justice/hotelworkers. To find union hotels nationwide, go to <http://www.hotelworkersrising.org/HotelGuide/>

So remember that the Synod is now at the *Civic Center*, not the Convention Center!

Overall Tentative Agenda

The Tentative Agenda and Program for the Twenty-sixth General Synod, gives you a broad overview of what you can expect to happen during this General Synod.

Date	Morning	Afternoon	Evening
Friday, June 22		1-2:00 Hearings 2:30 Opening Celebration/ Plenary	7:30 PM <ul style="list-style-type: none"> • Opening Worship • The Celebration Begins
Saturday, June 23	8:30 AM SYNOD IN THE CITY Begins with Worship in the Civic Center and Keynote by Bill Moyers	SYOND IN THE CITY Detailed information on schedule and presenters available in advance on the UCC website, in Visitors Guide on site.	7:30 PM SYNOD IN THE CITY Synod in the City closes with a celebration in the Civic Center
Sunday, June 24	8:30 AM Community Groups in Hotels	12:00 Sponsored Meals 3:00PM Community Worship in the Civic Center	5:00 Sponsored Meals 7:30PM General Synod Committees
Monday, June 25	8:30 AM General Synod Committees Service Projects for youth and visitors (pre-registration required)	12:00 Sponsored Meals 2:30 PM Plenary including <ul style="list-style-type: none"> • Music by Ken Medema • Keynote Address by Marian Wright Edelman 	5:00PM Sponsored Meals 7:30PM Plenary including <ul style="list-style-type: none"> • Music by Ken Medema • Evening Prayers
Tuesday, June 26	8:30AM Plenary including <ul style="list-style-type: none"> • Music by Ken Medema • Faith Journey: Lynn Redgrave 	12:00PM Sponsored Meals 2:30PM Plenary including <ul style="list-style-type: none"> • Music by Ken Medema • Wrap up video 	5:00PM Sponsored Meals 7:30PM Closing Worship

PREPARING FOR AND GETTING THERE!!

GENERAL INFORMATION

For many, this will be their first time attending a General Synod. For others, attending General Synod is part of what they do every two years. For both of these groups and for all who fall somewhere in between, the following information should be helpful as you begin to make your plans.

REGISTRATION

We are expecting a much larger attendance at this Synod, so plans have been made to make the registration process easier (we hope!). If you have attended Synod before, please read this carefully, as things have changed!

Please note that all who attend General Synod are required to register. With the exception of Sunday only, those with Synod related name tags will be admitted to the Civic Center or to any other of the Synod in the City venues. **Please note that those name tags designated as *Synod in the City* will serve as admission credentials for Friday, Saturday and Sunday only.** You can help us in our planning by registering as soon as possible. You may register via the United Church of Christ website at <www.ucc.org>. Registrations will be accepted online through June 19th, with the exception of a brief interruption from the morning of May 8th and re-opening on May 15th. If you have found a way to read this, but find you cannot register online, please contact (216) 736-2133 or (216) 736-2149 for assistance.

Instructions for those who have registered by May 8th and who are staying in Synod Hotels; information will be sent to you by mail; please follow the instructions below:

For VISITORS who register for Friday, Saturday and Sunday or for Saturday only and who are staying in Synod hotels:

- If you have registered for Sponsored Meals, you will receive the tickets by mail; these are your admission to the meals, so please take them with you the Hartford.
- You will also receive a Name Tag by mail; that name tag will be an indication of your registration status. Take the Name Tag that you receive by mail with you to Hartford and to the Synod registration table in the hotel in which you are staying. (Note: This is not the hotel front desk, look for a table with a Synod Registration sign).
- The Name Tag will entitle you to a badge holder and a program guide. The Name Tag will be your admission to the Civic Center and all Synod activities on Friday, Saturday and Sunday only.

For DELEGATES and VISITORS who register for the full five day Synod and are staying in Synod hotels:

- If you have registered for Sponsored Meals, you will receive the tickets by mail; these are your admission to the meals, so please take them with you the Hartford.
- You will also receive a Name Tag by mail; that name tag will be an indication of your registration status. Take the Name Tag that you receive by mail with you to Hartford and to the Synod registration table in the hotel in which you are staying. (Note: This is not the hotel front desk, look for a table with a Synod Registration sign).
- The Name Tag will entitle you to a badge holder, a bag, voting card for delegates and a program guide. The Name Tag will be your admission to the Civic Center and all Synod activities for the time you have registered.

IF YOU ARE STAYING AT THE HILTON: The Hilton Hotel is the Headquarters hotel and is connected to the Civic Center. The Hilton Hotel WILL NOT have a separate registration table, take the materials that you received by mail to the lobby of Civic Center to pickup your materials.

IF YOU ARRIVE AT YOUR HOTEL LATER THAN 5:30PM ON FRIDAY: Take all of the materials that you received by mail with you to the Civic Center as all registration moves from the hotel lobbies to the lobby of the Civic Center at 6PM on Friday.

If you have pre-registered by May 8th but are not staying in a Synod hotel:

You can still expect any meal tickets, a name badge or a card to arrive by mail. Take them with you to Hartford and take them to the Registration area in the lobby of the Civic Center where you will receive the appropriate materials.

If you register after May 8th or do not register in advance:

When you arrive in Hartford, go to the lobby of the Civic Center and look for the registration area. You may register onsite.

Registration fees are as follows:

- \$150 for delegates, associate delegates, board members, staff and visitors who attend for the full five days
- \$100 for youth visitors and seminarians for the full 5 days
- \$100 for visitors for Friday, Saturday and Sunday
- \$50 for Saturday only
- No charge for children 12 and under

Registration Hours

Thursday, June 21 st	2:00 pm – 8:00pm	University of Hartford
Thursday June 21 st	6:00 pm - 8:00pm	Hotel Lobbies, CivicCenter
Friday, June 22 nd	8:00 am - 6:00 pm	Hotel lobbies, University of Hartford and the Civic Center
	6:00 pm - 7:30pm	Civic Center Lobby
	9:00 pm -10:00pm	Civic Center Lobby
Saturday, June 23 rd	7:30 am - 5:00 pm	Civic Center Lobby
	7:00 pm - 9:00 pm	Civic Center Lobby
Sunday, June 24 th	Registration assistance available in the Synod Office	
Monday, June 25 th	8:00 - 5:00pm	Civic Center Lobby
Tuesday, June 26 th	Registration assistance available in the Synod Office	

SPECIAL NEEDS

Please contact Karen Peiffer at 860-953-7105 or revkarenpeiffer@sbcglobal.net for details regarding assistance with mobility impairment (wheelchairs and scooters), visual and hearing impairment and other special needs services during General Synod.

Those persons who need wheelchair accessible rooms should indicate this at the time hotel reservations are made. There will be a special needs desk in the Civic Center for your assistance.

GENERAL SYNOD CHILD CARE AND CHILDREN'S PROGRAMS

General Synod will offer child care coinciding with business sessions, as well as for a short period on Saturday morning during *Synod in the City*, for children from infant through Kindergarten (just completed.) In addition, children's programming will be offered during the business sessions only for children Grades 1 through 8 (completed). The cost is \$10 per child per day for Friday and Sunday, and \$25 per child per day for Saturday, Monday and Tuesday. At this time, crafts related to the Synod theme, and two field trips to a local rose garden, are planned. Please register early as the site for childcare can accommodate only the first 50 children registered.

While parents will be picking up their children for the lunch and dinner recesses, the program will provide snacks and beverages during program hours.

These programs will be housed in Christ Church Episcopal Cathedral, in a secure area, with care provided by volunteers who have been screened in accordance with *Safe Church* guidelines. Registration forms may be obtained by contacting the Rev. Marcia Eveland at McaayuseE@comcast.net.

NOTE: For programs pertaining to delegate children who have completed grade 9 and above, please check the "youth" area of this web site.

TRAVELING TO GENERAL SYNOD

TRANSPORTATION

We expect that a number of delegates and participants will drive to Hartford. Parking is free of charge at outlying hotels, all downtown hotels charge a fee for parking. If you are coming just for Synod in the City or want to drive into the Civic Center each day, check the visitors Guide that will be available in May for details on parking in the downtown area.

For those who plan to fly to Hartford, the nearest airport to the meeting location is the Bradley International Airport. Travel time from the airport to downtown Hartford is approximately 20 minutes (10 miles). You can feel free to MTS Travel, the travel agency used by the national offices. MTS Travel may be contacted at 800-526-6278. Please identify yourself as a person traveling to General Synod.

If you will be flying on Continental, you may use the UCC MeetingWorks code for reduced UCC rates. To avoid a service fee and receive an additional 3% discount, go to www.continental.com; on the continental homepage where you enter your flight request is a box entitled offer code. **Enter in the Offer Code Box: ZAZ2BTQE0Y. No additional fees apply when booking online.**

If you prefer to use a travel agent, provide them the code ZAZ2BTQE0Y. There will be a \$10 service fee collected, per ticket, for all tickets issued through MeetingWorks reservations, or any Continental Airlines ticketing facility. The service fee is non-refundable and applies to all itineraries, one-way or roundtrip.

TRANSPORTATION FROM THE AIRPORT

All of the airport hotels have shuttle services available. For those at downtown hotels or hotels in other areas of the city, there is a shuttle service available; the price is \$22.95 each way and can be charged on your credit cards though this secure site www.doublea.com/airportshuttle. You MUST make advance reservations for this shuttle.

ARRIVING IN HARTFORD

As you make your travel plans, you should plan to arrive in Hartford in time to check in at your hotel, register at the registration area in your hotel and make your way to the Civic Center either by driving or by using the General Synod shuttle service that will run from hotels to and from the Civic Center (this is not the same service as the shuttle service to and from the airport.) The schedule for the General Synod shuttle will be posted in the lobby area of each hotel. Keep in mind that hearings on several items submitted for business will start at 1:00 p.m. on Friday, and the opening plenary celebration will begin at 2:30, also in the Civic Center.

Please remember that check-in time at most hotels is 3:00 p.m., but if there are rooms available, hotels may allow you to check in early. If no rooms are available, you may store your luggage, pick up registration materials at your hotel and make your way downtown. The General Synod

shuttle service will be available from all hotels (with the exception of the Hilton) and from the University of Hartford. Look for shuttle schedules posted in the hotel lobby.

If you have not pre registered for General Synod, after dropping your luggage at your hotel, you will need to go directly to the Civic Center for on site registration.

ACCOMMODATIONS

All housing reservations are to be made through Passkey (contracted by the Convention Bureau to process housing reservations). You can register one of four ways: (1) Internet (2) Telephone (3) Fax (4) Mail. Please note that all hotels require a deposit of \$125 with each reservation request. Please make your housing reservations as soon as possible. For details on all Synod hotels, go to the UCC website at WWW.UCC.ORG, click on Synod, then click on Synod Hotels on the left hand side of the page. **Please use Synod hotels; by doing so you help the UCC increase our buying power for future synods and you help the Synod budget by avoiding penalties for contracting for rooms that go unused.**

MEALS

Those who have attended Synod in past years, know that part of the tradition of Synod is to have “Sponsored Meals”. These are meals that are “sponsored” by a Covenanted Ministry or other partner and those who attend have the opportunity for a nice meal, but also to hear about the work and ministry of the sponsor. Sponsored meals are generally during the lunch and dinner break and tickets must be purchased in advance. You may access the sponsored meal site through the registration process; if you have already registered and now want to purchase meals go to <https://www.conference.com.eventmanager/OnlineRegistration.ASP?>

Please note that **there are no sponsored meals on Saturday during Synod in the City**; the day is designed for personal choice so you decide what you want to do and when and where you want to eat. There is food nearby every site where events are being held for Synod in the City. Lunch times are staggered based on what you choose to attend, all events in separate locations end at 5:00, so dinner is likely to be more challenging. Here are some options:

- **Pre purchase a boxed for lunch for \$10.00 from the Hilton by using the sponsored meal site**; pick the lunch up outside the Hilton Ballroom from 11:00-2:00; the restaurant in the Hilton will also be open;
- Restaurant in the Crowne Plaza Hotel (also look for boxed lunches at the Crowne Plaza Hotel, cannot be pre purchased);
- 960 Main (next to the Residence Inn and a site for several Synod in the City Events);
- Vendors at the Civic Center;
- Vendors in Bushnell Park where the festival is scheduled from 11:00am-7:30pm;
- A guide of restaurants will also be available with Synod in the City Resources.

HOSPITALITY TABLE AND INFORMATION BOOTH

A Hospitality area with information regarding restaurants, local events, stores, and shuttle schedules will be located in the Hartford Civic Center throughout the General Synod. Also, look for the Information Booth that will be staffed to answer your questions that are specific to the program and logistics of the General Synod.

PROGRAM INFORMATION

WORSHIP

The opening service on Friday honors our beginnings as a denomination intertwining images of creation, hope, new beginnings, with a renewed vision of wholeness, “that they may all be one.” Prayers and liturgy reflecting our history and the 1957 founding Synod will introduce images of light that will guide us through the Synod. Scriptures include Psalm 139:1-22 and Matthew 4:12-22.

On Saturday, a brief service of Morning Prayer surrounded by singing will precede the major keynote address. Psalm 97 and John 1:1-14, will prepare us for a day in which the Light of Christ shines through the Synod in the City experience.

The wider community gathers with Synod on Sunday afternoon as we celebrate the light of Christ in the world in a service of Word and Sacrament. Sermon, statement of faith, prayers of the church, mass choir, and an opportunity for Affirmation of Baptism will guide this great celebration of UCC traditions, ecumenical and global connections, leadership, mission, thanksgiving for 50 years together, and a sending into the world to do justice. Scriptures will include Psalm 119:105-112, I Kings 19:1-18, and Matthew 5:14-16.

On Monday, we celebrate God’s salvation in stories of light—rainbow, burning bush, guiding star, transfiguration, resurrection, and new heaven and earth—through song and images. Scripture stories include Genesis 9:8-17, Exodus 3:1-12, Matthew 2:1-12, Matthew 17:1-12, Luke 24:1-10, and Revelation 21:22-22:5.

As we enter the concluding worship service on Tuesday evening we are offered an anointing as a blessing for the journey. The Pentecost theme with images of tongues of fire is a commission to go act out our mission. The scriptural foundations are Acts 2:1-14 and II Corinthians 4. There will be a sermon and a passing of the light to conclude.

The preachers for our time in Hartford are:

- | | |
|-----------|---|
| Friday: | The Rev. DaVita McCallister, Minister for Youth, Young Adults, and Outdoor Ministries |
| Saturday: | The Most Rev. Peter Rosazza, Auxiliary Bishop of the Diocese of Hartford |
| Sunday: | The Rev. John H. Thomas, General Minister and President, United Church of Christ |
| Tuesday: | Dr. Mary Mikhael, President, Near East School of Theology, Beirut, Lebanon |

SYNOD IN THE CITY

Since this is our 50th Anniversary Synod, we want it to be even more memorable than ever! So we have planned a full day of events modeled after the “First Night” events that many cities host on New Year’s Eve. The idea is that there are lots of simultaneous events in different places in downtown Hartford. For example, there will be choirs, bible study, lectures, plays, storytellers, bell choirs, jugglers, magicians, and a hymn sing; along with workshops that will highlight some of the work being done in the national setting or help you tweak those skills for evangelism and welcome, working with youth, planning for worship or help you resource yourself and your church for ministry in many other ways. The Exhibit Hall will be open, there will be a festival going on in Bushnell Park (a short walk from the Civic Center) and other *Synod in the City* sites. There will be something for everyone and we have taken special care to assure that Synod in the City is child and youth friendly. So come join the party, no business, just celebrate; you choose what you want to see and do, if you find that what you have chosen to do is at capacity, there will always be a major speaker in the Civic Center and there will always be plenty of seats there. The schedule for *Synod in the City* will be posted in May and you’ll also receive a detailed guide when you arrive in Hartford. All of the sites are just a short distance from each other, but even so, the shuttle will run throughout the day. So be prepared to worship, sing, listen, learn, play, grow and let it shine!

WORKSHOPS

Delegates continue to express their interest in and appreciation for workshops at General Synod, and they have again been included as a part of the agenda in Hartford on Saturday during *Synod in the City*. If you’re looking to learn more about a particular program or the work of one of the Covenanted Ministries, or something that you can take home to help enrich the life and ministry of your local congregation, check out the workshops during *Synod in the City*. They will all be held in Capitol College which is downtown next to the Residence Inn. A detailed schedule of workshops will be included in the *Synod in The City Program* guide that will be posted in the Spring and available in the Visitors Guide that will be distributed at registration.

EXHIBITS

The exhibits at General Synod will once again be clustered in thematic areas allowing visitors easy access to complementary ministries. The UCC 50th anniversary theme, **Let It Shine**, will provide a stylistic design for the entire exhibit area. For more information, please contact Ms. Valerie Smith at <smithv@ucc.org> or 216.736.2104.

Hours of Operation:

Friday, June 22	12:00 noon – 7:00 p.m.
Saturday, June 23	11:00 a.m. to 7:00 p.m.
Sunday, June 24	1:00 p.m. – 3:00 p.m: 5:00 pm – 9:00 p.m.
Monday, June 25	8:00 a.m. – 7:00 p.m.
Tuesday, June 26	8:00 .am. – 12:00 noon

HEARINGS

On Friday, June 22nd, at 1:00 p.m., delegates and visitors will have an opportunity for open discussion on substantive issues before the Synod. There will be hearings on the nominating process, the proposed budget allocations for 2008-2009, and other items of business that will come before the Synod for action. Hearings are official parts of the General Synod, and delegates should plan their travel schedules to accommodate full participation in the hearings.

GENERAL SYNOD SERVICE PROJECTS

The Service Project is a great way to get involved in the local community of Hartford as an important part of the General Synod Experience. This year, because of Synod in the City, the service projects will take place on Monday morning, June 25th. Delegates will be in committees that morning so the service projects are open only to visitors and youth. Delegates are encouraged to find ways in their local communities to provide service in cooperation with the General Synod.

Participants in Hartford may choose between two options. (1) Engage in a project related to building maintenance and interaction with residents at Peter's Retreat, a home for persons living with HIV/AIDS. OR (2) Assemble appreciation packets for teachers in the Hartford Public Schools while experiencing a brief visit to Hartford Magnet Schools as well as a neighborhood school. **All delegates and visitors to General Synod are invited to bring donated contents of Teacher Appreciation Packets with you (list of contents will be posted on the General Synod website). Get your local church involved.** Both projects include service-learning components so you can be equipped to involve yourself in issues of public education or HIV/AIDS ministries at home.

Please note that persons must register in advance for the service project through the General Synod on-line registration service. Registration is on a first-come, first served basis. Deadline for registration is May 11, 2007. Cost: \$15.00 per person to partially cover the cost of a special Service Day T-shirt, lunch and transportation. More information on General Synod Service Projects is available on the UCC web page at <www.ucc.org>. Please contact the Rev. Mary Schaller Blaufuss, Executive for Volunteer Ministries at 216-736-3214 or blaufusm@ucc.org with questions.

BLOOD DRIVE

There will be a blood drive on Monday, June 25 and Tuesday, June 26 from 9:00 a.m. to 1:45 p.m. across the street from the Civic Center. The address is 242 Trumbull Street. Please contact the Rev. Mary Schaller Blaufuss, at 216-736-3214 or blaufusm@ucc.org

PROGRAMS FOR YOUTH

50 4 50 CAMPAIGN...1000 STRONG! We're excited about the campaign and efforts to have 1,000 youth and young adults at our 50th General Synod. Rev. Da Vita "Revie Rev" McCallister from Local Church Ministries and Ken Brown from Justice and Witness Ministries have planned an exciting and engaging program for youth. There will be a pre-synod event (including an orientation to Synod), speakers and events at Synod in the City that will engage youth, a service project on Monday morning, covenant groups and plenty of after hours events. We want lots of youth to come so we have worked to make Synod affordable. ***Housing at the University of Hartford is reserved for youth at a cost of \$33 per night and we have negotiated a special meal package that is about \$25 a day. See your youth leaders for information to register, obtain housing and sign up for the meal plan.*** It's not too late to make plans to be in Hartford! There's also a special registration rate for youth, so check the youth page on the UCC website (www.ucc.org/youth) for information on housing, covenants for youth groups and youth leaders. A draft schedule has been included to give you a taste of the activities and events. We hope to see you in Hartford!

YOUTH PROGRAM

Date	Morning	Afternoon	Evening
Thursday, June 21		Registration - 2:00-10:00 Konover Great Room, Konover Center	7:30PM We Did It Celebration Place: North and South Gengras Student Union, University of Hartford
Friday, June 22	7:00-9:00AM; Breakfast Place: University Commons Cafeteria 9:30AM Surviving Synod - What we do at Synod Place: North and South Gengras Cafeteria	12:00 Lunch can be picked up at Konover Registration area; take box lunch, eat anywhere around campus. Registration continues at Konover until 5PM Groups that have registered, checked in and picked up materials head to the Civic Center for Opening Celebration Plenary. Shuttle service will begin this morning. 1-2:00 Hearings/Civic Center 2:30 Opening Celebration/ PLENARY HALL/ CIVIC CENTER	5:00 Dinner at 960 Main for those who purchase the meal package/or on your own/ or Synod Sponsored meals: tickets must be purchased in advance 7:30 Opening Worship The Celebration Begins AFTER HOURS EVENTS Regional Talent Show/ Community Circles Location: Community Circles in Commn Space in Residence Halls Talent Show :TBA University of Hartford
Saturday, June 23	6-7:30AM Breakfast; University Commons Cafeteria 8:30 AM SYNOD IN THE CITY Begins with and Keynote by Bill Moyers Civic Center	12:00-2:00 Meal Package pick up box lunch at 960 Main SYNOD IN THE CITY Continues with festivals, workshops, presentations, etc. Detailed information on schedule and	6:00-7:30 Dinner at 960 Main for those who purchase the meal package/or on your own 7:30PM SYNOD IN THE CITY/Celebration continues CIVIC CENTER

		presenters available in advance on the UCC website and in Visitors Guide on site.	After hours Events: Spoken Word/Community Circles/Common Space in Residence Halls
Sunday, June 24	Breakfast 6-7:30 University Commons cafeteria 8:30 AM Location: Gengress, North and South and Konover Great Room	12:00 Lunch at 960 Main for those who purchase the meal package/or on your own/ or Synod Sponsored meals: tickets must be purchased in advance 3:00PM Community Worship CIVIC CENTER	5:00PM Dinner at 960 Main for those who purchase the meal package/or on your own/ or Synod Sponsored meals: tickets must be purchased in advance 7:30PM General Synod Committees After hours Event: Movie Night: University of Hartford, Location TBA
Monday, June 25	Breakfast 6-7:30 8:30 AM General Synod Committees Service Projects (pre-registration required)	12:00 Lunch at 960 Main for those who purchase the meal package/or on your own/ or Synod Sponsored meals: tickets must be purchased in advance 2:30 PM Plenary including <ul style="list-style-type: none"> • Music by Ken Medema • Synod Business • Keynote Address by Marian Wright Edelman 	5:00PM Dinner at 960 Main for those who purchase the meal package/or on your own/ or Synod Sponsored meals: tickets must be purchased in advance 7:30PM Plenary including <ul style="list-style-type: none"> • Music by Ken Medema • Synod Business • Evening Prayers After hours Event: Conference Speak Outs Location: Gengras Cafeteria
Tuesday, June 26	Breakfast 6:00-7:30 8:30AM Plenary including <ul style="list-style-type: none"> • Music by Ken Medema • Synod Business • Faith Journey: Lynn Redgrave 	12:00PM Lunch at 960 Main for those who purchase the meal package/or on your own/ or Synod Sponsored meals: tickets must be purchased in advance 2:30PM Plenary including <ul style="list-style-type: none"> • Music by Ken Medema • Synod Business • Wrap up video Synod RAP – Place TBD, likely at the Hilton	5:00PM Dinner at 960 Main for those who purchase the meal package/or on your own/ or Synod Sponsored meals: tickets must be purchased in advance 7:30PM <ul style="list-style-type: none"> • Closing Worship After Hours Event Community Circle/ Game Night Common Space in Residence Halls/ University of Hartford

PROGRAMS FOR YOUNG ADULTS

50 4 50 CAMPAIGN...1000 STRONG! Young Adults are a vital part of our church and many of the affinity groups at General Synod are interested in networking and connecting with Young Adults to identify new and emerging leadership in our church. The 2030 Clergy Network (clergy under the age of 40), the LGBT Coalition, MRSEJ (Ministers for Racial, Social and Economic Justice) and CHM (Council for Hispanic Ministries) are all hosting Young Adult pre-synod events. In addition the Da Vita McCallister from Local Church Ministries and Ken Brown from Justice and Witness Ministries have also planned several events for Young Adults to network with each other, learn more about the UCC and receive information on emerging trends in Young Adult Ministry. ***Please note that the meal package that has negotiated for youth at 960 Main (lunch and dinner for \$25 a day) is also available to young adults. Sign up for it on the page for sponsored meals.*** Check the Young Adult page on the UCC website (www.ucc.org/youngadult) for information on events, ways to connect, opportunities to lead and revisions to the draft schedule that is printed in this Handbook. We hope to see and hear from you in Hartford!

YOUNG ADULT AGENDA AND PROGRAM

Date	Morning	Afternoon	Evening
Thursday, June 21st		Pre Synod Kick Off -Ready to Lead Crowne Plaza	Join LGBT Coalition, 2030 clergy and others having events.
Friday, June 22	Thriving at Synod Making Connections Crowne Plaza.	1-2:00 Hearings 2:30 Opening Celebration/ PLENARY HALL/ CIVIC CENTER	7:30 Opening Worship The Celebration Begins <i>After Hours EVENT</i> Reception Crowne Plaza Hotel
Saturday, June 23	8:30 AM CIVIC CENTER SYNOD IN THE CITY <ul style="list-style-type: none">• Worship• Keynote by Bill Moyers	SYNODIN THE CITY Continues with festivals, workshops, presentations, etc.	7:30 PM SYNOD IN THE CITY/ CIVIC CENTER <i>After hours Events:</i> Community Circle –Crowne Plaza Hotel Comedy Club- Hartford Clubs
Sunday, June 24	8:30 AM Community Groups in Hotels	12:00 Sponsored Meals/ Lunch 3:00PM Community Worship CIVIC CENTER	5:00 Sponsored Meals/Dinner 7:30PM General Synod Committees <i>After hours Event:</i> Community Circle: Crowne Plaza Hotel

Monday, June 25	8:30 AM General Synod Committees Service Projects (pre- registration required)	12:00 Sponsored Meals 2:30 PM Plenary including <ul style="list-style-type: none"> • Music by Ken Medema • Synod Business • Keynote Address by Marian Wright Edelman 	5:00PM Sponsored Meals/Dinner 7:30PM Plenary including <ul style="list-style-type: none"> • Music by Ken Medema • Synod Business • Evening Prayers <i>After hours Event:</i> New Wine Worship Crowne Plaza
Tuesday, June 26	<ul style="list-style-type: none"> • 8:30AM Plenary including Music by Ken Medema • Synod Business • Faith Journey: Lynn Redgrave 	12:00PM Sponsored Meals 2:30PM Plenary including <ul style="list-style-type: none"> • Music by Ken Medema • Synod Business • Wrap up video 	5:00PM Sponsored Meals/Dinner 7:30PM <ul style="list-style-type: none"> • Closing Worship

PREPARING FOR BUSINESS: KNOW YOUR LEADERS

COLLEGIUM OF OFFICERS OF THE UNITED CHURCH OF CHRIST

GENERAL MINISTER AND PRESIDENT

The Rev. John H. Thomas —The General Minister and President is the spiritual leader and pastor; the Minister of the United Church of Christ; the chief executive officer of the General Synod; the principal executive of the Office of General Ministries; convenes the Collegium of Officers; and is a member of the Mission Planning Council. Previously, Rev. Thomas served as the Assistant to the President for Ecumenical Concerns. Prior to his call to the national setting he was a pastor of congregations in Connecticut and Pennsylvania. John and his wife Linda have two adult sons and are members of Pilgrim Congregational United Church of Christ, Cleveland, Ohio.

(For further information, see Article III. Paragraphs 209–211, Constitution and Bylaws of the United Church of Christ.)

ASSOCIATE GENERAL MINISTER

Ms. Edith A. Guffey —The Associate General Minister serves as the operational executive of the Office of General Ministries. She works with the Board of Directors of the Common Services Corporation of the United Church of Christ and the Executive Council to implement policies and operational procedures. Previously, Ms. Guffey served two four-year terms as Secretary of the United Church of Christ. Prior to joining the staff of the national offices, she worked at the University of Kansas in Lawrence, KS. Edith serves as the administrator of the General Synod. She and her husband Jerry have two adult sons and are members of the Federated United Church of Christ in Chagrin Falls, Ohio.

(For further information, see Article III. Paragraphs 212–214, Constitution and Bylaws of the United Church of Christ.)

EXECUTIVE MINISTER FOR JUSTICE AND WITNESS MINISTRIES

The Rev. Linda Jaramillo is Executive Minister of the UCC's Justice and Witness Ministries, responsible for the church's work on human rights and social, racial and economic justice. Jaramillo has been active in various UCC settings. She is a former president and vice-president of the Council for Hispanic Ministries and former co-convenor of the Council of Racial and Ethnic Ministries. She received a B.S. in Business Administration from Portland (Ore.) State University and a Master of Divinity degree from UCC-related Pacific School of Religion in Berkeley, Calif. Fluent in both English and Spanish; she is the first Hispanic to serve as a

member of the Collegium. Linda has two adult children is a member of Archwood United Church of Christ in Cleveland, OH.

(For further information, see Article III. Paragraphs 215–218, Constitution and Bylaws of the United Church of Christ.)

EXECUTIVE MINISTER FOR LOCAL CHURCH MINISTRIES

The Rev. José A. Malayang is Executive Minister for Local Church Ministries and leads this ministry in its mission to work with local churches in striving for the vitality of congregations as inclusive and accessible communities of mission; evangelism; church development; education and worship; parish life, leadership, and ministry issues; and publications, resource production, and distribution. Previously Rev. Malayang served as the general secretary of the Division of Evangelism and Local Church Development of the United Church Board for Homeland Ministries. He was a local church pastor for twenty-eight years: Joe and his wife Bennie are members of First Congregational Church, Elyria, Ohio.

(For further information, see Article III. Paragraphs 215–218, Constitution and Bylaws of the United Church of Christ.)

EXECUTIVE MINISTER FOR WIDER CHURCH MINISTRIES

The Rev. **Cally Rogers-Witte** is Executive Minister of the UCC's Wider Church Ministries and co-executive of the UCC/Disciples' Global Ministries and is filling the final two years of an unexpired four year term . Rogers-Witte was the UCC's Southwest Conference Minister for 10 years. Prior to that, she was pastor of Community UCC in Raleigh, N.C. for 18 years. In the 1970s, she worked as a regional associate with the former Office for Church Life and Leadership. Rogers-Witte has attended two international assemblies of the World Council of Churches, in Australia (1991) and Zimbabwe (1998). Cally is a member of Archwood United Church of Christ in Cleveland, Ohio. Cally and her husband Frank have two adult daughters.

(For further information, see Article III. Paragraphs 215–218, Constitution and Bylaws of the United Church of Christ.)

MODERATORS

Ms Merlyn Lawrence is the Moderator of the Twenty-sixth General Synod and the Assistant Moderators are **Rev. Elizabeth King** and **Mr. Kevin Manz**.

Merlyn Lawrence was born and raised in Cape Town, South Africa, is married to Dr Oliver Lawrence and they are members of First Congregational Church of Glen Ellyn, Illinois. They have a daughter, two sons and four grandchildren. She has served the church in a variety of capacities at local, association, national and international levels, including serving on the Ministry for Caring for the World team, Mediation Transformation Team, Clergy Sexual Misconduct Response Team, Justice and Witness Ministries, Angola Partnership Ministry Team, and organizing several Reparations for Slavery workshops as follow up on UCC resolutions.

Ms Lawrence has been involved in the anti violence movement in South Africa and in the USA organizing communities against apartheid, sexual assault, domestic violence and all forms of oppression. She and her husband direct the Imani Peace Institute. Her expertise and passion for social justice, truth and reconciliation has involved her in trainings nationally and internationally (Council for the Parliament of World Religions-Spain, Council of Europe's Intercultural Dialogue and Conflict Resolution proceedings-Sicily). She enjoys photography, photo-journaling, traveling, knitting and gardening.

Rev. Elizabeth Ann King, ordained in 1988 is currently serving as the Interim Minister of the Congregational Church of South Dartmouth, UCC, in MA. Through the years she has served the church in all settings, by providing leadership at the local, association, conference and national levels. In 1999, she served as the Moderator of the Bicentennial Celebration and Annual Meeting of the MA Conference. Since 2000, she has served as the denominational counselor for UCC students at Harvard Divinity School and also teaches the UCC History and Polity Classes there as well. Rev. King is a breast cancer survivor of 11 years and is grateful to God for each and every day. She enjoys singing, reading, gardening, kayaking and spending time with her family and friends.

KEVIN M. MANZ, son of a Kansas pastor, is a cradle member of the UCC. He has served as an officer and board member in all settings of the church, including, Committees on Ministry, Pacific School of Religion, the Pioneer Foundation, Retirement Housing Foundation, Disaster Ministries, the William R. Johnson Scholarship Fund, and as a local church moderator. Kevin is an attorney with decades of experience in organizational integrity issues as co-founder of Manz & McLain, LLP. He is a member and Property Chair of Pioneer Congregational UCC, Sacramento, CA.

PARLIAMENTARIANS

Rev. Mal Bertram and **Mr. Robert Frieberg** will serve as parliamentarians for the Twenty-sixth General Synod. Mr Frieberg will serve on the platform with the moderators while Mr. Bertram will be at the parliamentarian's table on the plenary floor.

Rev. Bertram has served as parliamentarian for several General Synods and serves in this role at the Massachusetts Conference Annual Meetings. Prior to retiring, Mal served local churches in the New England area ; he now lives in Massachusetts.

Mr. Frieberg is a member of the Congregational United Church of Christ of Beresford, South Dakota. He has held numerous positions in his local church and in the South Dakota Conference, including chairing the South Dakota Foundation of the UCC. Professionally, he is an attorney.

CHAIRPERSON OF THE EXECUTIVE COUNCIL

The Rev. Sharon Li Mei-Shem MacArthur is the pastor of Sycamore Congregational United Church of Christ, El Cerrito, California and she serves as Chairperson of the Executive Council of the United Church of Christ. The Chairperson of the Executive Council is elected from the

members-at-large of the Council to serve for a biennium. The Council acts for the General Synod at all times except when Synod itself is in session (Bylaw Paragraph 226). During the General Synod, the Council serves as the Synod's Budget Committee, Business Committee, and Committee of Reference (Bylaw Para. 226).

As Chairperson, Rev. MacArthur will present to the General Synod those items which have originated with the Executive Council and those on which previous Synods have directed the Council to act. She will chair the meetings of the Business Committee and is responsible for dealing directly or through sub-committees with matters of reference, budget, and agenda. She will work closely with the Moderators, the Officers of the Church, and the Synod staff to oversee the functioning of the plenary sessions.

(For further information, see paragraphs 226–233, (Constitution and Bylaws of the United Church of Christ.)

GENERAL SYNOD NOMINATING COMMITTEE

Mr. Joe Thomas is chairperson and **Ms. Carol Shipley** serves as vice chairperson, of the General Synod nominating committee. Mr. Thomas is a member of Hillcrest Congregational Church in Pleasant Hill, CA. and serves the Nominating Committee from the Northern California, Nevada Conference and Ms. Shipley serves from the Montana Northern Wyoming Conference. The slate of the nominees of the nominating committee will be posted on the United Church of Christ website's General Synod Section in late Spring. At the General Synod Mr. Thomas will officially present the report of the committee. Members of the nominating committee will be present at the hearing on Friday afternoon, June 22nd, to explain the nominating process.

THE RESPONSIBILITY OF DELEGATES: A CHECKLIST

BEFORE THE GENERAL SYNOD

- _____ Read all advance materials that will be posted on the website.
- _____ Check with your conference office about meeting and housing registration.
- _____ Attend the annual meetings of your conference and association.
- _____ Attend your conference's orientation for delegates.
- _____ Arrange for opportunities to report on the General Synod after you get home.
- _____ Make travel arrangements; plan to arrive in Hartford by late morning on Friday, June 22, 2007.
- _____ Remember to print out all of the resolutions, the Synod Standing rules, and any other business and take them with you to Hartford
- _____ Take the registration materials you received by mail with you to Hartford (meal tickets, name badge or card indicating your registration status) the

UPON ARRIVAL AT THE GENERAL SYNOD

- _____ Upon arrival, check in at your hotel and get settled.
- _____ Pick up materials in the lobby of the hotel where you are staying.

- _____ If you arrive at your hotel after 5:30PM on Friday, June 22nd, proceed to the lobby of the Hartford Civic Center to pick up materials.
- _____ Examine the program.
- _____ Become acquainted with the facilities; discover the shortest distance between points; know location of the essentials—plenary sessions, worship, Hearings, Exhibit Hall, General Synod office, fire exits, etc.
- _____ Establish contact with the Chairperson of your conference delegation.

DURING THE GENERAL SYNOD

- _____ Wear delegate's badge to all sessions—it is your credential.
- _____ Attend Hearings beginning at 1:00 pm, June 22nd in the Hartford Civic; see program for locations. These are important opportunities for you to hear others' positions on General Synod business or to express your own and to dialogue with national staff about the work of individual agencies.
- _____ Attend the Plenary session opening at 3:00 pm, June 22nd in the Hartford Civic Center.
- _____ Honor agenda times (be on time).
- _____ Honor instructions and assignments.
- _____ Participate fully in the General Synod (the microphones are available to all delegates).

AFTER THE GENERAL SYNOD

- _____ Be in touch with local media to insure accuracy of reporting on the meeting.
- _____ Follow-up on opportunities to report on the meeting in your local church, association, and conference.
- _____ Take the initiative to be available to other churches and groups.
- _____ Review carefully the minutes of the General Synod when they arrive.

A UNITED CHURCH OF CHRIST LEXICON

PART A—VERBS IN COMMON USE IN THE UNITED CHURCH OF CHRIST (SELECTED DICTIONARY DEFINITIONS)

To Collaborate	To labor as the associate of another; performing work together.
To Consult	To ask advice or opinion as a guide to one's own judgment.
To Cooperate	To work with mutual efforts to promote the same objective.
To Coordinate	To bring entities into causal, complementary, parallel, or reciprocal relationship; to harmonize.
To Negotiate	To confer regarding a basis of agreement; to arrange for.

ADVISORY COMMISSION

A temporary body appointed by the Executive Council.

AFFILIATED MINISTRY

A non-profit corporation which provides services to or for the United Church of Christ, whose Board of Trustees is elected by its corporate membership, and which was recognized previously as an instrumentality by the General Synod. The Pension Boards are an Affiliated Ministry.

ASSOCIATED MINISTRY

A non-profit corporation which provides services to or for the United Church of Christ, whose corporate membership is nominated and elected by the Executive Council, and which was recognized previously as an instrumentality by the General Synod. *Constitution*, Para. 69. The United Church Foundation is an Associated Ministry.

ASSOCIATION

That body within a Conference of the United Church of Christ which is composed of all local churches in a geographical area, all Ordained Ministers holding standing or ordained ministerial partner standing therein, all Commissioned Ministers of that Association, and those Licensed Ministers who have been granted voting membership in that Association. *Constitution*, Para. 38.

BIENNIUM

For matters related to budgeting and programming, a biennium is the two-year period following January 1 of the year after a General Synod adjourns; for matters related to responsibility of Executive Council members and others elected by General Synod, a biennium is the two-year period from General Synod to General Synod.

BOARD OF DIRECTORS

The policy-making body of a Covenanted or Associated Ministry.

BODY

Any organized body at the national level of the United Church of Christ. The word “body” (always written with a small “b”) is used in the United Church of Christ as a generic term—not in a legal meaning unless so indicated by its context. The expression “body of the United Church of Christ” refers to all organized national bodies—whether or not in the Constitution or Bylaws—whether programmatic or advisory or policy making—whether permanent or temporary—whether large or small.

CAUCUS

A meeting of any group, often convened with the intention of influencing policy decisions of a larger, more powerful body. A caucus is an informal group called at any time as respective members of that group strategize on a particular issue.

COLLEGIUM OF OFFICERS

Composed of the Officers of the United Church of Christ, as defined in Article IV of the Constitution, the Collegium of Officers supports the Covenanted Ministries in carrying out their work in a spirit of coordination and cooperation. It is responsible for providing leadership for mission programming in the United Church of Christ and for the proper implementation of General Synod actions. *Bylaws*, Para. 275f.

CONFERENCE

That body of the United Church of Christ which is composed of all local churches in a geographical area, all Ordained Ministers holding standing or ordained ministerial partner standing in its Associations or in the Conference itself when acting as an Association, all Commissioned Ministers in its Associations, and those Licensed Ministers who have been granted voting membership in its Associations. *Constitution*, Para. 46f.

COUNCIL

A body created by the General Synod for the principal purpose of advising the Officers or the Executive Council or other bodies of the Church. A Council’s areas of concern are related to those of persons with like concerns who normally compose such Councils. Note: It is noted that the Executive Council is an exception to this general definition.

COVENANTED MINISTRY

There are four covenanted ministries as defined and set fourth in the Constitution and Bylaws, whose purpose is to capture the spirit as well as the substance of the relationships among the parts of the United Church of Christ in its national expression.

EXECUTIVE COUNCIL

Acts for the General Synod ad interim and, in cooperation with the Collegium of Officers, shall provide coordination and evaluation of the work of the church and shall carry out such other responsibilities as may be from time to time delegated to it by the General Synod, provided that such responsibilities are not otherwise delegated to a Covenanted Ministry. *Bylaws*, Para. 220f.

GENERAL SYNOD

The General Synod is the representative body of the United Church of Christ composed of delegates chosen by the Conferences, voting members of Board of Directors of Covenanted Ministry, and ex officio delegates. *Constitution*, Article IX.

INTER-MINISTRY TEAM

Consists of people from different Covenanted, Affiliated, Associated, and/or other Ministries who meet together to address a topic of common concern.

LOCAL CHURCH

The basic unit of the life and organization of The United Church of Christ is the local church. *Constitution*, Article V.

MINISTRY TEAM

A Ministry Team consists of staff persons with related program responsibilities within a Covenanted Ministry, generally led by a Team Leader.

MISSION PLANNING COUNCIL

The Mission Planning Council provides a multi-missional setting bringing together the Officers of the United Church of Christ and principle staff, leaders, or designated representatives of the Covenanted, Associated, and Affiliated Ministries for planning coordinated ministries and for visioning over a wide range of concerns. *Bylaws*, Para. 277.

SPECIAL GROUP

Any group of persons who represent a constituency with a particular concern or specialized interest. There may or may not be formal organizational ties. In order to be granted voice without vote by General Synod, a group must meet the criteria set forth by the standing rules.

TASK FORCE

A body named by the General Synod or the Executive Council or any body to perform a single precisely-defined undertaking within a given time. Any Task Force named by General Synod or the Executive Council is responsible to the Executive Council and immediately responsible to the Executive Council's Coordinating Committee.

PART C - UNITED CHURCH OF CHRIST ABBREVIATIONS

AUCE	Association of United Church Educators
BWF	Biblical Witness Fellowship
CAIM	Council for American Indian Ministry
CCHS	Congregational Christian Historical Society
CCM	Council of Conference Ministers
CE	Council for Ecumenism
CHE	Council for Higher Education
CHHSM	Council for Health and Human Service Ministries
CHM	Council for Hispanic Ministries
CR	Collegium Relationship Committee
CJA	Christians for Justice Action
COCU	Consultation on Church Union
COREM	Council for Racial and Ethnic Ministries
CUCCIAB	Conferences of the United Church of Christ Insurance Advisory Board
CUE	Mid-America Seminaries, Chicago, United, and Eden
CYYAM	Council on Youth and Young Adult Ministry
EC	Executive Council
EP&P	Evaluation, Planning, and Policy Committee
ERHS	Evangelical and Reformed Historical Society
GS	General Synod
JWM	Justice and Witness Ministries
HC	Historical Council
LCM	Local Church Ministries
MRSEJ	Ministers for Racial, Social, and Economic Justice
NCCC	National Council of Churches of Christ in the USA
OGM	Office of General Ministries
OL	Organizational Life Committee
PAAM	Pacific Islander and Asian American Ministries
PB	Pension Boards
PPC-26	Program and Planning Committee of the Twenty-sixth General Synod
TSI	The StillSpeaking Initiative
UBC	United Black Christians
UCCDM	UCC Disabilities Ministries
UCCLGBTC	United Church Coalition for Lesbian, Gay, Bisexual, and Transgender Concerns
UCF	United Church Foundation

WCM	Wider Church Ministries
WARC	World Alliance of Reformed Churches
WCC	World Council of Churches

CONFERENCE ABBREVIATIONS

CA NV, N.	California Nevada, Northern	NEB	Nebraska
CA NV, S.	California Nevada, Southern	NH	New Hampshire
CA. SY	Calvin Synod	NOPL	Northern Plains
CAC	Central Atlantic	NY	New York
CPC	Central Pacific	OHIO	Ohio
CONN	Connecticut	PNW	Pacific Northwest
FLA	Florida	PC	Penn Central
HI	Hawaii	PNE	Penn Northeast
ILL	Illinois	PSE	Pennsylvania Southeast
IS	Illinois South	PW	Penn West
IK	Indiana-Kentucky	PR	Puerto Rico
IOWA	Iowa	RI	Rhode Island
KO	Kansas-Oklahoma	RM	Rocky Mountain
ME	Maine	SC	South Central
MASS	Massachusetts	SD	South Dakota
MICH	Michigan	SE	Southeast
MINN	Minnesota	SOC	Southern
MOMS	Missouri Mid-South	SW	Southwest
MONT-NO. WYO	Montana-Northern Wyoming	VT	Vermont
		WIS	Wisconsin

DECISION MAKING AND THE COMMITTEE PROCESS FOR THE TWENTY-SIXTH GENERAL SYNOD

One of the things we can count on at this upcoming General Synod is that we will be asked to consider and make decisions on a number of matters: resolutions, a budget for the mission of the church at the national setting, the election of two officers and nominations of new Board members for the Executive Council, and of the Boards of Directors of the Covenanted Ministries. We will deal with these and other matters and will be guided in our deliberations by our Constitution and Bylaws, the General Synod Standing Rules, and Robert's Rules of Order. It will be helpful if delegates have reviewed these materials.

More importantly, perhaps, it might be helpful if we prepare for Synod by first remembering who we are and reflect upon why we are gathering next summer. We gather as the church and as part of the church to enable the mission of the church, God's mission. As such, our decision-making is not so much a matter of making up our own minds, but rather of seeking to discern God's yearning for us and for the mission to which God is calling us.

Therefore, let us prepare ourselves so that as we engage in making decisions, we will do so with:

- a prayerful attitude.
- an attitude that is reflective upon the facts about the issue and one's feelings about it.
- an attitude that is trusting of oneself, of all others as partners in a common search for God's leading, and of the movements of God's Spirit within and among us.
- a willingness to listen carefully and to respond thoughtfully and compassionately.
- an openness to other viewpoints and to alternative responses to issues which may emerge.
- a commitment to work to resolve issues on the basis of what is most expressive of who we are at this moment and who we are called to become.
- a graciousness that is reflective of our God.

Let us prepare ourselves to gather as a community of faith, as children of God, as sisters and brothers in Christ Jesus, whose aim in decision-making is discernment.

THE WORK OF GENERAL SYNOD COMMITTEES

The General Synod Committee Process offers an opportunity for members of the General Synod to more fully consider and faithfully reflect upon items of business than is usually possible for the whole body. The process offers space and time for diverse points of view to be heard and honored. It also provides a smaller group and setting in which to express thoughts and perspectives on issues before the General Synod.

To consider the business of General Synod Twenty-six, Delegates and Associate Delegates will be assigned on a random basis to one of up to fifteen Committees. Committees are thus composed of the approximate mix of thoughts and perspectives represented in the full General Synod. They will deliberate on the Proposed Pronouncements, Proposals for Action, Resolutions, and Other Formal Motions assigned to them by the General Synod, acting on the report of its Committee of Reference.

After a period of deliberation, each Committee will report its recommendations to the General Synod in a plenary session and suggest a specific action in the form of a main motion.

Delegates who have agreed to chair Committees will attend a training session on the day before the General Synod convenes that will provide them with the resources necessary to facilitate the work of the Committees.

HOW IT WILL HAPPEN

Hearings are opportunities to speak and listen to one another about particular issues that will come before the Synod. They are open to everyone. Friday, June 22nd, at 1:00 PM has been scheduled for Hearings. You can expect to have Hearings on the budget and the nominating process. Other topics will be selected based on the business that is submitted in January of 2007.

On Sunday evening and Monday morning, the Committees will deliberate on the items of business assigned to them, working to produce recommendations for action by a plenary session. The substantive work of Committees is to be done by Delegates and Associate Delegates. A

Committee may recommend approval, amendment, consolidation, referral, or no action. Copies of the recommended action must be distributed to the Delegates before action can be taken. Beginning Monday afternoon and continuing through Tuesday, the Chairpersons of Committees will present their recommendations to the General Synod. Any unfinished business is referred to the Executive Council for consideration.

Parliamentary Procedure at the Twenty-sixth General Synod

WHAT IT'S ALL ABOUT

Whenever people work together toward a common goal, they need rules to coordinate their efforts. This is particularly true in a “deliberative assembly” like the General Synod, where several hundred people do a great deal of work together in a very short time. Parliamentary procedure provides a framework for thoughtful and efficient deliberation, implementing the will of the majority while protecting the rights of the minority.

Two parliamentary authorities are used to guide our work. One is the Standing Rules, drafted by the Executive Council and adopted at the Synod’s opening plenary session. The other is the widely-used Robert’s Rules of Order, first compiled in 1876 by Major Henry M. Robert; we use the “Newly Revised” edition of 1990. Where the two differ, the Standing Rules prevail.

THE SETTING

The delegate area (the “bar of the house”) is restricted to delegates, associate delegates, and persons with voice without vote during business sessions, and all of these participants are expected to be present at the Call To Order. The platform is for the Moderator, other officers, officials, and speakers. Access is restricted to these officials.

THE MODERATORS

The Moderator, Ms. Merlyn Lawrence or the Assistant Moderators, the Rev. Elizabeth King and Mr. Kevin Manz will preside over all sessions of official business. During reports from the Executive Council and other bodies, other leaders will be asked to speak from the platform and respond to questions. All debate and other official business will be in the hands of the moderators.

PARLIAMENTARIANS

Assisting the moderators will be General Synod staff and the two parliamentarians, the Rev. Mal Bertram and Mr. Robert Frieberg. One parliamentarian will be on the platform with the moderator and one will be at the Parliamentarian’s Table on the floor to provide assistance to delegates and to serve as back up to the parliamentarian on the platform. The parliamentarians will consult with you if you need assistance in offering a motion. The parliamentarian stationed

on the floor is available during the business session and both are available before and after sessions.

SPEAKING DURING THE SESSION

Voice on the floor of the plenary of the General Synod is limited to delegates, associate delegates, and those designated voice without vote. In order to be recognized, a participant must come to a microphone. In addition to the microphones on the platform, which will be used for the presentation of reports and new business, there are microphones in the delegate area with colored signs:

Green: for speaking in favor of the question before the house.

Red: for speaking in opposition to the question.

White: for offering an amendment or other normal subsidiary motion known as procedural motions.

Yellow: for a Point of Order or other incidental or privileged motions.

A youth-page is stationed at each of these microphones to signal the Chair when someone wishes to speak.

HOW BUSINESS IS INTRODUCED

In the opening plenary session, the Standing Rules and Agenda are adopted. Thereafter, they may be changed or suspended only by a 2/3 vote or by “general consent.” Some items of business introduced from the platform will be acted upon directly by the Synod. Other items, including new business introduced by title only—once on Friday afternoon, June 22nd—will be recommended for referral to a Synod committee, to a plenary session, or directly to an implementing body for action. For items referred to a Synod committee, substantive consideration by the full Synod begins when the committee to which it has been referred makes its report and moves a specific action. Still other items, introduced as new business when no other business is before the Synod, will be sent to the Business Committee, which will recommend to the General Synod action, referral, or other disposition on the matter.

SETTING THINGS IN MOTION

An item of business is opened for debate when it is offered from the platform as a MAIN MOTION. A main motion is in order only when no other motion is pending. It requires no second when coming from a committee. It requires a majority vote for approval. (Exceptions include Pronouncements and Constitution/Bylaw changes, which require a 2/3 vote.)

Debate begins when the Moderator states that “the question is before the house.” At this point, the green and red microphones will be used alternately and debate will proceed in accordance with time limits and other provisions stated in the Standing Rules. While a Main Motion is under

consideration, it may be modified by moving TO AMEND (white microphone). By “striking out” and/or “inserting” words, or by “substituting” new wording for the entire motion.

An amendment requires a second and a majority vote. Please note that the Moderator will not entertain a motion to amend until there has been opportunity for two speeches in favor of the main motion and two in opposition. Any substantive amendment should be delivered to the platform in writing at once. It is permissible to move to “amend the amendment,” but it gets terribly confusing and is not recommended.

By the way, you need not go to a microphone or be recognized by the Chair in order to second a motion. A “second” simply indicates that there is someone besides the mover who wishes to have the motion considered. If there isn’t, the motion would only waste time and is best allowed to die quickly “for lack of a second.”

KEEPING THEM MOVING

There are several other motions that may be made while the main motion and amendments are pending in order to expedite the flow of business. The “Subsidiary Motions” (use the white microphone) follow specific rules of precedence. Here are the common ones, in ascending order of precedence:

1. TO REFER to a committee or other body. Seldom used at General Synod, since time is short and most items have already been in committee.
2. TO POSTPONE to a certain time. Again, seldom used at Synod because of the short duration. No question may be postponed to the next General Synod because it will be a new body.
3. TO LIMIT OR EXTEND DEBATE requires a 2/3 vote (or “general consent”) because it waives the established limits.
4. TO CLOSE DEBATE (“Previous Question”) requires a 2/3 vote. At General Synod, applies only to the immediately pending question, not to a series of motions.

(Note: The motion to lay on the table, which requires only a majority vote, may not be used for the purpose of closing debate and will normally not be needed in General Synod business.)

There are also some “Incidental Motions” (yellow microphone) which have less definite rules of precedence. The common ones are:

1. POINT OF ORDER. Used when a member thinks the rules of the Synod are being violated. Chair rules.
2. TO CALL FOR A DIVISION OF THE HOUSE. At General Synod this means a counted vote and may be ordered by a majority vote of the delegates.
3. TO DIVIDE THE QUESTION. Breaking up a motion into parts to be voted upon separately. Each part must be able to stand alone. Requires a second and a majority vote.
4. TO APPEAL THE DECISION OF THE CHAIR. Overrules the chair’s decision. Requires a second and a majority vote.
5. TO SUSPEND THE RULES. Requires a second and a 2/3 vote.

6. TO RECONSIDER. Reopens a matter previously decided. Must be made by one who voted with the prevailing side. Requires a second and a majority vote to reconsider the question.

Finally, there are a few “Privileged Motions” which may interrupt the pending business. They are: CALL FOR THE ORDER OF THE DAY, RAISE A QUESTION OF PRIVILEGE, take a RECESS, and ADJOURN. These are made from the yellow microphone after checking with the Floor Parliamentarian.

A NOTE ABOUT ACTIONS ON THE CONSTITUTION AND BYLAWS

Proposed changes in the Constitution and Bylaws of the Church must be circulated to all delegates well in advance of General Synod. Therefore, amendments from the floor will be in order only if they are within the “scope” of the advance proposals—generally the underlined portion of the circulated text. Changes in the Constitution require action by the Conferences as well as by General Synod.

AND A LAST WORD

We hope that this introduction to parliamentary procedure will help you understand how General Synod does its work and how you, as a delegate, may participate fully and constructively. Please remember, however, that this is just a general summary. The Standing Rules and Robert’s Rules of Order, Newly Revised, are the only official guidelines, and they contain many specific rules which apply in particular circumstances. Please feel free to ask the Parliamentarians if you are puzzled by something or wish further guidance.

**STANDING RULES FOR THE TWENTY-SIXTH GENERAL SYNOD as by the
Executive Council April 24, 2006**

The Membership of the General Synod

1. The General Synod is the representative body of the United Church of Christ and is composed of delegates chosen by the Conferences, from among the members of its Local Churches, the voting members of the Boards of Directors of Justice and Witness Ministries, Local Church Ministries and Wider Church Ministries, and of ex officio delegates; these shall constitute the voting delegates. The ex officio delegates with vote are the members of the Executive Council, including the Officers of the United Church of Christ, the Moderator and Assistant Moderators. There are also associate delegates who have voice without vote (United Church of Christ Constitution, paragraph 53, and Bylaws 190-191).

Accreditation and Seating of Voting Delegates and Associate Delegates

2. Delegates will be accredited by the General Synod Registrar or the Assistant Registrar or their agents at the registration desk upon presentation of proper credentials.

3. Conference Ministers are responsible for certifying substitutes to fill vacancies in the conference's delegation. These persons shall be registered by the Registrar or the Assistant Registrar and accredited as delegates.

4. Composition of delegations can be challenged by voting or associate delegates only. Delegate seats which are contested will remain vacant until the General Synod Credentials Committee (Bylaw 204) makes a recommendation to the Synod and a decision is made by majority vote of the Synod.

A. A challenge of a delegation shall be made to the Executive Council and/or the Credentials Committee at least one month prior to the General Synod for appropriate consideration and recommendation to the General Synod.

B. In the event of a challenge to the composition of a delegation, the Credentials Committee shall consider the matter on the basis of the (1) provisions of the Conference for electing its General Synod delegates, (2) provisions as described in paragraph 186 of the Bylaws for the composition of the Conference delegations.

5. Voting delegates (Bylaws 185-189) wearing the proper badge will be seated in the specifically designated delegate section. Conference delegates will be seated with their conference delegation. Members of the Covenanted Ministries Boards of Directors will be seated with their Covenanted Ministry.

6. Associate delegates (Bylaw 190 and 191) wearing the proper badge will be seated in the specifically designated associate delegate section, except the chairperson of the governing board

and the chief executive officer(s) of each Conference who may be seated with their Conference delegation. Associate Delegates to General Synod have voice without vote in all aspects and functions of General Synod, including committees.

7. No other persons will be allowed in the delegate section except Non-Delegates having voice without vote as described below, and persons designated by the General Synod Administrator as General Synod staff, national staff liaisons and persons with press credentials. All delegates, associate delegates, non-delegates having voice without vote and other persons mentioned in this paragraph must have appropriate credentials from the General Synod Registrar

Accreditation and Seating of Non-Delegates Having Voice Without Vote

8. Any chairperson or chief executive officer of any national program agency, both temporary and permanent, created by General Synod action, or of any of the bodies representing a historically underrepresented constituency (Bylaw 221), who is not either a voting delegate or an associate delegate (Bylaws 184-191) shall be accorded the privilege of voice without vote and of seating with the associate delegates.

9. When the interests of their respective institutions or groups are before the General Synod, the chief executive officers of the institutions related to the Council for Higher Education or the Council for Health and Human Service Ministries shall have the privilege of voice without vote.

10. A group is composed of at least 25 members of the United Church of Christ who have come together because they are persons of a particular constituency or interested in a specific issue or concern. Such groups may have voice without vote under the following conditions:

- A. The General Synod may vote, on recommendation of the Business Committee, to grant to not more than two non-delegate representatives of a group the privilege of voice without vote and of seating with the associate delegates, if the group meets the following criteria:
 - (1) The group must consist of at least 25 members of the United Church of Christ and more than one Conference must be represented in its membership.
 - (2) The group must show cause to the Business Committee why elected delegates cannot effectively represent its cause or concern to the General Synod.
 - (3) The two non-delegate representatives given voice without vote must hold membership in a local church of the United Church of Christ.
- B. Any request for voice without vote privileges at the Twenty-fifth General Synod must be made in writing to the General Synod Business Committee in care of the Office of General Ministries of the United Church of Christ **no later than**

February 15th immediately preceding the General Synod meeting. A list of at least 25 current members including local church membership reflecting membership in more than one conference must accompany all requests.

- C. For groups not formally related to the United Church of Christ, privilege of voice without vote ends with the adjournment of General Synod.

11. Honored Guests, Former Officers of the United Church of Christ, Moderators of past General Synods, Chief Executive Officers of formerly Recognized and Established Instrumentalities, and the Commission of Racial Justice, and Ecumenical Guests who are not associate delegates may be accorded the privilege of voice without vote and of seating with the associate delegates by vote of the General Synod.

Procedures for Communicating and Considering Formal Motions

12. Matters of concern to members of the United Church of Christ may be presented in the form of Formal Motions for consideration by a General Synod. Formal Motions are Proposed Pronouncements; Proposals for Action; and Resolutions and Other Formal Motions. All matters submitted by a Conference or Association shall be considered by the Synod. (By-laws 166 and 171). The administrator of the General Synod will recommend to the Executive Council proposed disposition of these proposals for formal motion based on the procedures set forth in this paragraph. The Committee of Reference will then propose recommendations regarding the disposition of these proposals, and report these recommendations to the General Synod.

- a. Items that are expected to be routine, non controversial, or dealt with in a special hearing will be reported directly to the plenary session by the Executive Council. This might include but is not limited to such items as the budget, amendments to constitution or Bylaws, statements of commendation, recognition and celebration.
- b. All proposed pronouncements and proposals for action shall be assigned to committee.
- c. Items which are complicated or controversial, which require background discussion and study, which merit and need a hearing process, or which have a system-wide impact will be assigned to a committee. The proposer shall supply a resource person to the committee.
- d. Any item which reiterates previous action shall normally be referred by the General Synod to the body or bodies implementing such action. If a proposed motion differs significantly from previous policy, or action of the two preceding General Synods, it shall be assigned to a committee. The burden of proof is on those submitting the policy to explain how the proposal is different or necessary to a timely, current ministry of the UCC.

A. Proposed Pronouncements

(1) Definition: A Pronouncement is a statement of Christian conviction on a matter of moral or social principle and has been adopted by a two-thirds vote of a General Synod. It is based on

biblical, theological and ethical grounds. Until adopted, the statement presented for consideration by a General Synod is a Proposed Pronouncement. Proposals for Action shall not be included in Proposed Pronouncements. (See B. Proposals for Action, below.)

- (2) Sources: A Proposed Pronouncement may be submitted only by:
- (a) a General Synod delegate or delegate-elect with the written concurrence of at least ten additional General Synod delegates or delegates-elect from two or more Conferences;
 - (b) a Local Church, with the written concurrence of at least five other Local Churches of the United Church of Christ;
 - (c) an Association;
 - (d) a Conference;
 - (e) a Covenanted, Associated or Affiliated Ministry, or other body as defined in Article VI of the Bylaws of the United Church of Christ.
- (3) Procedures for Considering Proposed Pronouncements are:
- (a) A Copy of the Proposed Pronouncement must be sent to the Office of General Ministries **at least eight months before the opening of a General Synod.**
 - (b) The Office of General Ministries will send the Proposed Pronouncement to the Local Churches, Associations, Conferences, and delegates **at least six months in advance of a General Synod.** It shall be labeled "Proposed Pronouncement--Circulated for Discussion and Comments."
 - (c) The Executive Council shall designate a committee or other group to review the Proposed Pronouncement and make recommendations to a General Synod. The initiator(s) of the Proposed Pronouncement shall designate a person to support the Proposed Pronouncement before the committee or group designated by the Executive Council. Additional persons may provide support or opposition.
 - (d) The Office of General Ministries will receive responses to the Proposed Pronouncement from Local Churches, delegates, delegates-elect, Associations, Conferences, Covenanted, Associated, or Affiliated Ministries, or other bodies as defined in Article VI of the Bylaws of the United Church of Christ including the record of any votes taken. The Office of General Ministries will provide one copy of each response to the committee or group designated to review the Proposed Pronouncement, retaining one copy in the Office of General Ministries. A report shall be made to the General Synod of the volume and character received.
 - (e) The committee or group designated by the Executive Council to review the Proposed Pronouncement shall have the following duties:
 - 1. To coordinate the responses received;
 - 2. To hold open hearing(s) after proper notice.
 - 3. To present, after such hearing(s), to a plenary session of the General Synod its recommendations for action. Such action may be approval, disapproval, amendment, consolidation, referral or no action. A substitute motion or other amendment which radically alters the basic intent or

direction of the original Proposed Pronouncement, however, shall be ruled out of order.

- (f) Copies of the Proposed Pronouncement and the recommendations of the committee or group reviewing the Proposed Pronouncement must be distributed to the delegates before action can be taken.
- (g) If adopted, the Pronouncement shall be communicated throughout the United Church of Christ and to the public.

(4) Format: A Proposed Pronouncement and its supporting materials shall be submitted and circulated in the following format: (Proposed Pronouncements and supporting materials which do not follow this format will be returned for revision.)

- (a) A brief title with an information sheet indicating the source of the Proposed Pronouncement, date of submission, and any other information pertinent to the Proposed Pronouncement.
- (b) A brief summary (an abstract).
- (c) Background statement indicates significance and rationale for the Proposed Pronouncement.
- (d) Biblical, theological and ethical rationale for the Proposed Pronouncement.
- (e) The statement of Christian conviction upon which the General Synod will vote.

(5) The Statement of Christian Conviction is the only portion of the Proposed Pronouncement which will be voted on by the General Synod. Committees functioning for the General Synod, however, shall consider and may amend any portion of the Proposed Pronouncement.

B. Proposals for Action

(1) Definition: A Proposal for Action is a recommendation for specific directional statements and goals implementing a Pronouncement. A Proposal for Action normally accompanies a Pronouncement. Additional Proposals for Action may also be considered at a later date. (A Proposal for Action may be submitted and circulated in anticipation of the adoption of a Proposed Pronouncement.)

(2) Sources: Proposals for Action may be submitted only by

- (a) a General Synod delegate or delegate-elect, with the written concurrence of at least ten additional General Synod delegates or delegates-elect, from two or more Conferences;
- (b) a Local Church, with the written concurrence of at least five other Local Churches of the United Church of Christ;
- (c) an Association;
- (d) a Conference;
- (e) a Covenanted, Associated or Affiliated Ministry or other body as defined in Article VI of the Bylaws of the United Church of Christ.

- (3) Procedures for Considering Proposals for Action are:
- (a) A copy of the Proposal for Action must be sent to the Office of General Ministries **at least eight months before the opening of the General Synod.**
 - (b) The Office of General Ministries will send the Proposal for Action to the Local Churches, Associations, Conferences, proposed implementers(s), and delegates **at least six months in advance of a General Synod.** It shall be labeled "Proposal for Action--Circulated for Discussion and Comments."
 - (c) The Executive Council may designate a committee or other group to review the Proposal for Action and make recommendations to the General Synod, or the Executive Council may present the Proposal for Action with its own recommendation to the General Synod. The initiator(s) of the Proposal for Action shall designate a person to support the Proposal for Action before the committee or group designated by the Executive Council. Additional persons may provide support or opposition.
 - (d) The Office of General Ministries will receive responses to the Proposals for Action from Local Churches, delegates, delegates-elect, Associations, Conferences, Covenanted, Associated, or Affiliated Ministries and other bodies as defined in Article VI of the Bylaws of the United Church of Christ including the record of any votes taken. The Office of General Ministries will provide one copy of each response to the committee or group which may have been named by the Executive Council to review the Proposals for Action, and one copy to the initiator(s) of the Proposals for Action, retaining one copy in the Office of General Ministries. A report shall be made to the General Synod of the volume and character of the responses received.
 - (e) The proposed implementers shall be required to provide to the General Synod a statement of feasibility and an estimate of the financial implications for the Church at the national level of the Proposal for Action.
 - (f) Copies of the Proposal for Action and the recommendations pertaining to it, including a statement of financial implications, must be distributed to the delegates before action can be taken.
 - (g) If adopted, the Proposal for Action shall be communicated throughout the United Church of Christ, to the public and to those named as implementers.
- (4) Format: A Proposal for Action shall include the following: (Proposals for Action and supporting materials which do not follow this format will be returned for revision.)
- (a) A brief title with an information sheet indicating the source of the Proposal for Action, date of submission, and any other information pertinent to the Proposal for Action.
 - (b) A brief summary (an abstract).
 - (c) Background statement indicating the Pronouncement(s) or the Proposed Pronouncement(s) on which it is based, the Synod(s) at which it was adopted or is proposed, and the rationale for the Proposal for Action.
 - (d) The names of the implementers(s) expected to develop the strategies and program

- to carry out the Proposal for Action.
- (e) The directional statements and goals upon which the General Synod will vote.
- (f) A statement that the implementing body is responsible to develop the strategy and program of the directional statements and goals.
- (g) A statement that the funding for the implementation of the Proposal for Action will be made in accordance with the overall mandates of the affected agencies and the funds available.

(5) The Directional Statements and Goals are the only portions of the Proposal for Action that will be voted on by the General Synod. Committees functioning for the General Synod, however, shall consider and may amend any portion of the Proposal for Action.

C. **Resolutions and Other Formal Motions**

(1) Definitions:

- (a) **Resolution of Witness:** A Resolution of Witness is an expression of the General Synod concerning a moral, ethical or religious matter confronting the church, the nation, or the world, adopted for the guidance of the officers, Associated or Affiliated Ministries, or other bodies as defined in Article VI of the Bylaws of the United Church of Christ; the consideration of local churches, associations, conferences and other bodies related to the United Church of Christ; and for a Christian witness to the world. It represents agreement by at least 2/3rd of the delegates voting that the view expressed is based on Christian conviction and is a part of their witness to Jesus Christ. The text of the proposed resolution should be so phrased as not to bring into question the Christian commitment of those who do not agree.
- (b) **Prudential Resolutions:** A Prudential Resolution establishes policy, institutes or revises structure or procedures, authorizes programs, approves directions or requests actions by a majority vote.
- (c) **Other Formal motions** include actions other than those provided for above by majority vote.

(2) Sources: A Resolution or Other Formal Motion may be submitted by

- (a) General Synod Delegate or Delegate-elect with the written concurrence of at least ten additional General Synod Delegates or Delegates-elect from two or more conferences,
- (b) a Local Church with the written concurrence of at least five other local churches of the United Church of Christ,
- (c) an Association,
- (d) a Conference,
- (e) a Covenanted, Associated or Affiliated Ministry or other body as defined in Article VI of the Bylaws of the United Church of Christ.

(3) Procedures for Considering Resolutions and Other Formal Motions are:

- (a) Proposed Resolutions and Other Formal Motions shall be submitted before the following deadlines:
1. A copy of the Resolution or Other Formal Motion **must be sent electronically* to the Office of General Ministries by January 1 before the opening of the General Synod. The Office of General Ministries shall make copies available to delegates by April 1.**
 2. A Resolution or Other Formal Motions which could not have been anticipated or submitted in conformance with the above deadline **must be received electronically* by the Office of General Ministries at least three weeks prior to the opening session of the General Synod at which it is to be considered.**
 3. A Resolution or Other Formal Motion which could not have been anticipated or submitted three weeks prior to the opening session of the General Synod may be presented to the Office of General Ministries electronically during those three weeks or by a voting delegate to the Executive Council on the day of registration or at a designated point in the agenda of Synod where new business may be introduced by title only, or when there is no other business before the Synod, provided that there will remain twenty-four hours for study before action is taken by the Synod. The presenter must be accompanied by two other delegates, at least one of whom must be from a second conference, and must provide at least 1000 copies of the proposed Resolution or Other Formal Motion for distribution to the Executive Council, Business Committee, Officers, chairpersons of committees, delegates, and to each conference.
 4. Resolutions or Other Formal Motions submitted by a Conference or Association (Bylaws 166 and 171) shall be considered by the General Synod. These proposals are subject to the deadlines articulated in this section except in cases where a Conference or Association Annual Meeting takes place fewer than three weeks before the General Synod. In such cases, the Conference or Association must provide at least 1000 copies of the proposed Resolution or Other Formal Motion for distribution to the Executive Council, Business Committee, Officers, chairpersons of committees, delegates, and to each Conference.
- (b) Every Resolution or Other Formal Motion received prior to the General Synod shall be referred to the Executive Council or, during the General Synod meeting, to the Business Committee. The Executive Council or Business Committee shall, in respect of each proposal, either (1) present its own recommendations to the General Synod or (2) assign it to a committee or other group for review and recommendation to the General Synod. Such recommendations may include approval, disapproval, amendment, consolidation,

referral, or no action. (see Rule 22)

- (c) Resolutions or other formal motions addressing issues addressed by one of the two preceding General Synods would normally be referred by the General Synod to implementing bodies unless the proposal would significantly change the previous action or address an urgent and significantly altered context. The burden of proof is on those submitting the policy to explain how the proposal is different or necessary to a timely, current ministry of the UCC.
 - (d) Copies of each Resolution or Other Formal Motion and the recommendation pertaining to it must be distributed to delegates at least one-half day before action can be taken.
- (4) Format: Resolutions and Other Formal hall include the following information:
- (a) A brief title with information providing the source of the Resolution or Other Formal Motion, the date of submission and any other information pertinent to the Resolution or Other Formal Motion. The title must accurately reflect the intent of the proposed motion. If presented at General Synod, the names and conferences of the delegates presenting the Resolution or Other Formal Motion shall be included.
 - (b) A brief summary of the Resolution or Formal Motion.
 - (c) The biblical, theological and ethical rationale; and the expected outcome.
 - (d) The text of the motion.
 - (e) A statement that the funding for the implementation of the Resolution or Other Formal Motion will be made in accordance with the overall mandates of the affected agencies and the funds available. There is no financial guarantee of any kind other than the annual budget determined by the Executive Council (73 GS 81).
 - (f) A statement that the implementing body is responsible for developing the strategy and program designed to implement the Resolution or Other Formal Motion.
13. No more than three Proposed Pronouncements, Proposals for Action, Reports with Recommendations, Resolutions, and Overtures may be admitted to the agenda from any single source.
14. Reports to be made to succeeding General Synods on a Pronouncement, Proposal for Action, Resolution or Other Formal Motion may be requested for no more than the three General Synods immediately following that General Synod.

Reports to the General Synod

15. Reports to the General Synod with no action required shall be placed on file. All reports made within the context of the meeting shall be contained in the official minutes of the meeting.

Conduct of the Business of the General Synod

16. A quorum for the conduct of business at General Synod shall consist of one-third of the voting delegates, provided that in this number at least two-thirds of the Conferences are represented by at least one delegate each (United Church of Christ Constitution, paragraph 53).

17. All proceedings of the General Synod shall, unless otherwise provided for, be governed by the current edition of Robert's Rules of Order (United Church of Christ Bylaw 182).

18. Main motions, not in distributed printed material, and substantive amendments shall be presented to the moderator in writing, signed by the maker and seconder. Only voting delegates may make motions.

19. When a matter has been referred to a committee or group during the General Synod for review prior to its presentation to a plenary session for debate and action, the recommendation made to a plenary session by such committee or group shall be considered an original main motion fully open to amendment by the General Synod, except a recommendation which radically alters the basic intent or direction of the original matter referred to a committee or group shall be regarded as a substitute motion requiring a majority vote of the General Synod for consideration.

20. The agenda as adopted by the General Synod may be changed by two-thirds vote or general consent upon recommendation of the Business Committee or motion from the floor.

21. Debate shall conform to the following provisions:

- A. Delegates and others wishing to be recognized shall obtain use of a microphone, address the moderator and identify themselves by name and Conference or other represented body.
- B. Pro and con microphones may be designated by the moderator as required.
- C. A delegate may not speak on an issue and conclude by moving the previous question.
- D. A delegate may not present a combined motion to close debate on an amendment to a motion and the main motion.
- E. No one may speak to the same debatable motion more than twice except to answer questions from the floor or the moderator.

- F. A maximum of three minutes for the first speech is allowed the maker of the motion; subsequent speakers are limited to two minutes each, which can be divided into two speeches.
 - G. During timed floor debates and speak outs, microphones will be turned off at the expiration of a speaker's time provided for in the General Synod Standing Rules.
 - H. When time restrictions on speakers are required by these Standing Rules, an extension of time may be granted by the presiding moderator to the following persons:
 - (1) Speakers requiring translation into English from another language (time needed for the translation shall not be counted in the time allotment) and speakers who require sign language translation;
 - (2) Speakers whose fluency in English is limited and for whom translation is not available;
 - (3) Speakers with disabilities which affect mobility and/or speech.

A request for an extension of time shall be indicated to the floor parliamentarian who shall notify the presiding moderator.
 - I. Opportunity will be provided for two delegates speaking in favor and two delegates speaking in opposition to a motion before an amendment can be made.
 - J. A motion to limit or extend the limits of debate is itself undebatable; such motion requires a second and a two-thirds vote unless decided by general consent.
 - K. Non-delegates, not otherwise authorized to speak, may speak only by a two-thirds vote of the General Synod.
22. Voting shall conform to the following provisions:
- A. Votes shall be decided by the delegates present and voting. Abstentions shall not be counted in the total.
 - B. Voting shall be conducted on main motions, amendments and other motions, by the moderator by show of voting cards (not voice vote) except:
 - (1) When a standing vote is necessary as decided by the moderator;
or
 - (2) When a counted vote is required by decision of the assembly or by the moderator.

Minority Resolutions

23. Requirements. In the case where a Formal Motion, Constitution and/or Bylaw amendment, or Priority is adopted by less than 75% of the votes cast, a minority resolution, expressing a minority viewpoint on the same subject matter, may be proposed at the same or the next business session of that General Synod.
24. Procedures to be followed when a minority resolution is to be considered shall conform to the following provisions:
- A. A delegate who plans to propose a minority resolution should, at the time of the consideration of the original proposal, request of the moderator that the percentage of votes in the affirmative be determined and recorded so that eligibility for proposing a minority resolution can be established.
 - B. A minority resolution is to be voted only by those who voted in opposition to the original proposal. Each Conference shall be responsible to determine the eligibility of its own delegates in such a vote.
 - C. To become a matter of record of General Synod, a minority resolution shall require a majority vote of those voting as designated in 25.B, above.
 - D. An adopted minority resolutions shall be attached to the action to which it relates.

Procedures for Nominations and Elections

25. The Nominating Committee shall make nominations from the platform as provided by the Constitution and Bylaws.
26. Biographical information on each candidate shall be made available by the Nominating Committee for those it nominates. **The Nominating Committee shall submit its information to the General Synod not later than the opening of the business session in which the Nominating Committee reports to the General Synod.**
27. Written consent of each nominee is required prior to election and should be submitted to the Office of General Ministries.
28. There may be nominations from the floor for the positions of Moderator and Assistant Moderators of the General Synod. Nominees for these positions must fulfill the criteria established by the Bylaws for the contested position.
29. Members of the Nominating Committee are nominated by the Executive Council. These nominations are made from the platform by the Business Committee. Nominations for these positions may be made from the floor if the nominees fulfill the criteria established by the Bylaws for the contested position.

30. The person making a nomination from the floor shall submit the required biographical information to the Office of General Ministries by the close of the business meeting during which the nomination is made and provide verification of the consent of the nominee in a form acceptable to the Office of General Ministries pending receipt of written confirmation.

31. All nominations shall be presented by name only. Biographical information for all nominees shall be distributed in printed form.

32. The Business Committee shall administer the nomination and election procedures. Designated representatives of the Nominating Committee will be a resource to the Business Committee in the nomination and election procedures. The Office of General Ministries shall provide adequate staff assistance to the Business Committee and the Nominating Committee.

33. Election by ballot shall be required only when an election is contested. When the election is contested, the sequence of names shall be varied on the printed ballots. Nominations made from the floor shall be so identified on the ballots.

34. All elections shall be decided by plurality except for those specified in Standing Rule 37. Votes for write-in candidates and abstentions shall not be counted.

35. Requirements and limitations for Nominations are set forth on the following chart:

Bio.	Floor (Max.Words)	Nominating Info.		No.of Noms.		Seconding
		Allowed	(Max.Min)	Allowed	(Max.Min)	
	50	Yes	5	2	2	
	50	Yes	3	No	No	
Moderators		(only when contested)				
Executive						
	50	No	No	No	No	
Covenanted						
	15	No	No	No	No	
Nominating						
	50	Yes	No	No	No	

All nominating and seconding speeches shall be made from the platform.

36. The Moderator and Assistant Moderators of the General Synod shall be elected by majority vote, a majority being based on the number of votes cast for the office. The results and number of votes cast for each candidate, shall be announced to the delegates in a timely manner. If no candidate receives a majority of votes cast on any ballot, the next ballot will

include the two candidates receiving the largest number of votes and all other candidates who receive more than the average number of votes cast per candidate on the previous ballot.

Procedure and Call by Election

37. In the General Synod year in which the General Minister and President or the Associate General Minister of the Church is to be called by election or reelection, the candidate will be presented to the General Synod by the Executive Council. A single presentation for each candidate may be made, each to be no longer than 10 minutes.

38. In the General Synod year in which the Executive Minister for Justice and Witness Ministries, Wider Church Ministries, or Local Church Ministries is to be called by election or reelection as an Officer of the Church, a candidate will be presented to the General Synod by the Board of Directors of the appropriate Covenanted Ministry. A single presentation for the candidate may be made, to be no longer than 10 minutes.

39. Candidates for the Offices of General Minister and President, Associate General Minister, Executive Minister for Justice and Witness Ministries, Executive Minister for Wider Church Ministries and Executive Minister for Local Church Ministries, may each make a speech no longer than 20 minutes prior to the call by election.

40. An affirmative vote of at least 60% of the votes cast is necessary for each candidate to be called and elected by the General Synod to serve as an officer of the church. The results of the vote for each candidate shall be announced to the delegates in a timely manner.

General Rules

41. Meeting expeditors (such as pages) shall perform duties as designated by the Business Committee, and shall be non-delegates.

42. Only printed matter and other matter (including commercial) which has been approved by the Business Committee may be distributed on the floor of the General Synod and within its environs. Such material must contain the identity of the originator.

43. The Business Committee will announce any necessary rules pertaining to photographs being taken during the General Synod meetings. These rules may be changed in the manner as other General Synod Standing Rules.

44. Recording the procedures of General Synod is the responsibility of the Office of General Ministries.

45. Planned demonstrations and celebrations on the floor and visitors' gallery of the General Synod plenary sessions must have prior approval of the Business Committee or be ruled out of order.

46. There shall be no smoking in the meeting hall during the business meetings of the General Synod.

47. All sessions of the General Synod and its delegate committees are open to the public and the news media while the Synod is in session.

48. The Planning Committee for General Synod 26 in consultation with the host Conference will determine the number of offerings to be received at General Synod 26 and **shall announce the offering(s) at the Spring, 2007 meeting of Executive Council.**

In the event that an exceptional need arises after the Spring meeting of the Executive Council or during the General Synod itself, the Business Committee of the General Synod may authorize an additional offering to meet that need during the General Synod.

49. These General Synod Standing Rules shall be originally adopted as a group by two-thirds vote. Thereafter, any rule(s) may be amended, rescinded, or suspended by a two-thirds vote.

50. When General Synod is not in session, the Executive Council acting as General Synod ad interim may amend the Standing Rules, as necessary, to facilitate the collection, processing and distribution of items of business for a subsequent General Synod. Notification must be sent to local churches, conferences and delegates regarding such action(s) **at least one year prior to the beginning of the subsequent General Synod.**

51. Rules governing exhibits at the General Synod are provided in the Standing Rules of the Executive Council.