

Approved - March 30, 2011

**Minutes of the Executive Committee of the
General Assembly Mission Council (GAMC)
Of the Presbyterian Church (U.S.A.)
Conference Call
January 20, 2011 – 1 p.m. EST**

- CALL TO ORDER** Mr. Michael Kruse, Chair of the GAMC Executive Committee called the meeting to order with prayer at 1:08 p.m.
- ATTENDANCE** Mr. Kruse called upon Ms. Susan Abraham, recorder for the meeting, to call the roll. Those present for all or a portion of the meeting were:
- Members* Clark Cowden – Chair, Vocation Mission Committee
Alan Ford – Chair, Stewardship Mission Committee
Thomas Gillespie – Chair, Discipleship Mission Committee
Aleida Jernigan – Member-at-large
Michael Kruse – Chair, General Assembly Mission Council
Matthew Schramm – Chair, Evangelism Mission Committee
Joyce Smith – Member-at-large
Linda Valentine – Member ex-officio
- Executive Leadership Team* Roger Dermody – Deputy Executive Director for Mission
Vince Patton – Executive Administrator
Karen Schmidt – Deputy Executive Director for Communications and Funds Development
- Members Excused* Roger Gench – Chair, Justice Mission Committee
Carolyn McLarnan – Vice-chair, General Assembly Mission Council
- Recorder* Susan Abraham – GAMC Staff, Office of the Executive Director
- Others* Martha Clark – GAMC Staff, Legal Services
Barry Creech – GAMC Staff, Communications and Funds Development
Mike Kirk – GAMC Staff, Legal Services
Jeremy Rogers – Attorney, Dinsmore and Shohl
Leslie Scanlon – Presbyterian Outlook
- ACTION 1-EC-12011**
Approval of Minutes The Executive Committee reviewed and **VOTED to approve** the minutes of the following meetings as presented:
- The Executive Committee Meeting on October 5th and October 8th 2010
 - The Executive Committee Conference Call on November 18th, 2010.

ACTION 2-EC-12011
Procedures Subcommittee
Report

Mr. Alan Ford, member of the Procedures Subcommittee, reviewed the proposed changes to the *GAMC Manual of Operations* and *The Organization for Mission of the Presbyterian Church (U.S.A.)* on behalf of the chair, Ms. Carolyn McLarnan (**Appendix 1**).

Following discussion, the Executive Committee took the following actions:

- **VOTED to recommend** that the GAMC approve Items 1, 2, 3, 4, 5, and 7 under Recommendation 1 related to the *GAMC Manual of Operations*.
- **VOTED to recommend** that the GAMC approve Recommendation 2 related to *The Organization for Mission of the Presbyterian Church (U.S.A.)*.
- **VOTED to refer** additional suggestions made by Mr. Clark Cowden to items #1 and #6 back to the Procedures Subcommittee for review and recommendation to the March meeting of the Executive Committee.

FINANCIAL UPDATE

The Executive Committee heard the following financial update from Ms. Linda Valentine:

PCUSA year-end financial statements will be completed in early March for discussion at the GAMC meeting. Based upon November reports we expect to have a shortfall in revenues before extraordinary events. However, we expect a corresponding under spending within our expenses. For 2010, \$2.5 M was budgeted from PMPF. The under spending of unrestricted expenses will reduce that to less than \$1 M before extraordinary events.

Extraordinary events:

Unrestricted Bequest	\$ 5.5 M
Haiti Relief	\$11.6 M

Ms. Karen Schmidt reported that the 2010 books are still open and to date we have received \$2,214,249 from individuals in support of the sending and support of World Mission personnel. Our goal, from individuals, for 2010 is \$2,080,000 which puts us at 106% of our goal for individuals. It is still too early to share numbers for churches and presbyteries and we think we will achieve our goal of \$4,000,000 from churches and presbyteries of designated support for the sending and support of World Mission personnel.

**SPECIAL COMMITTEE TO
REVIEW BIENNIAL GENERAL
ASSEMBLIES**

Mr. Matt Schramm presented a recap of the recent meeting of the Special Committee to Review Biennial General Assemblies. Mr. Schramm mentioned that as part of the review process, the Special Committee will send a survey with questions to some stakeholders on the following topics:

- What should GA continue doing?
- What should we stop doing?
- Timing of Moderator Election
- How we do election

CLOSED SESSION
ACTION 3-EC-12011
*Personnel and Litigation
Matters*

The Executive Committee **VOTED to move** into closed session at 1:43 p.m. to discuss personnel and litigation matters.

For the closed session, Executive Committee members and the following persons were invited to attend: Linda Valentine, Roger Dermody, Karen Schmidt, Hunter Farrell, Barry Creech, Rob Bullock, Martha Clark, Mike Kirk, Jeremy Rogers, and Susan Abraham.

ACTION 4-EC-12011
Rise from Closed Session

The Executive Committee **VOTED to rise** from closed session at 2:05 p.m.

ACTION 5-EC-12011

The Executive Committee reconvened in open session at 2:05 p.m. and announced that the following action was taken in closed session:

THAT the date for the report of approved recommendations set forth in Section 4 of the October 8, 2010 action of the GAMC Executive Committee be revised from the March 2011 meeting to the September 2011 meeting.

Background: The GAMC Executive Committee took an action at its October 8, 2010 meeting in response to the Final Report of the Independent Abuse Review Panel. Section 4 of that action appears below with a recommended revision.

"4. Refer the Final Report to a work group to include Clark Cowden, Matthew Schramm, Mike Kirk, Martha Gee and Nancy Cavalcante to consider and recommend next steps in light of the report. The work group will make recommendations to the Deputy Executive Director of Mission, The Director of World Mission and the General Counsel for approval with a report to the Executive Committee not later than its ~~March~~ September 2011 meeting of the Executive Committee. Actions necessary between Executive Committee meetings can go forward with the approval of the Executive Director after consultation with the GAMC chair."

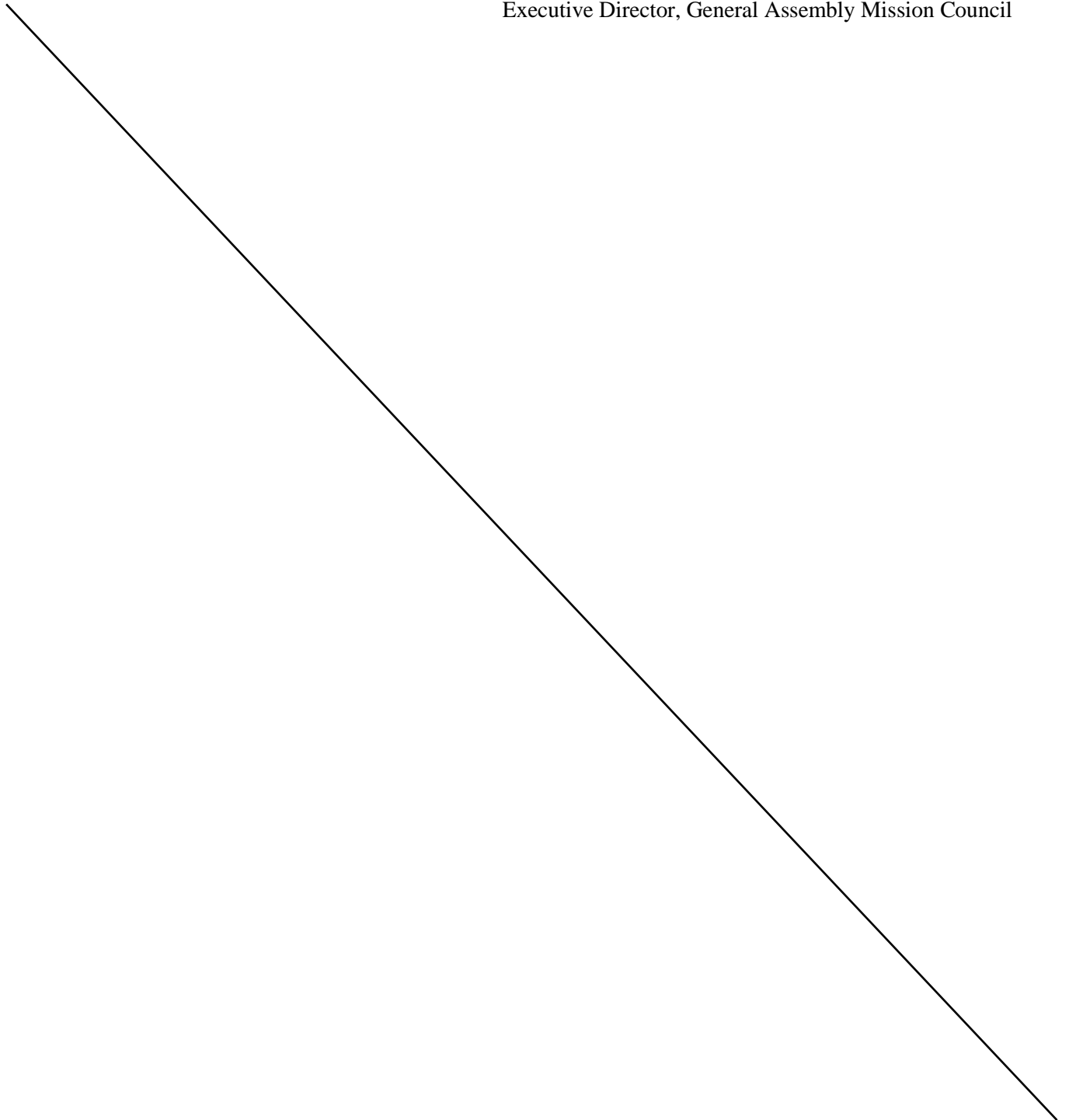
**ADJOURNMENT AND CLOSING
PRAYER**

There being no further business, the meeting of the Executive Committee was closed with prayer by Mr. Thomas Gillespie at 2:06 p.m.

Respectfully Submitted,

Mr. Michael Kruse
Chair, General Assembly Mission Council

Ms. Linda Valentine
Executive Director, General Assembly Mission Council



ACTION ITEM

<i>FOR GAC EXECUTIVE DIRECTOR'S OFFICE USE ONLY</i>				
A. Evangelism		D. Vocation		G. PC(USA), A Corporation
B. Justice		E. Stewardship	X	H. Executive Committee
C. Discipleship		F. Audit		• Personnel Committee
P. Plenary				

Subject: Report of the Procedures Subcommittee from the Conference Call Meetings of November 11 and December 6, 2010.

I. FOR ACTION:

- 1) **Recommendation:** That the GAMC Executive Committee forward the proposed changes to the *GAMC Manual of Operations* to the General Assembly Mission Council with a recommendation for approval.

Summary of Changes to the GAMC Manual of Operations

Recommended Change	Rationale
<p>1. Appendix 1, Section VII: "General Assembly Advisory and Advocacy Committees" (current pages 19 & 20). Attachment 1.</p> <ul style="list-style-type: none"> • Approve amendments that reflect the relocation of ACSWP from the Executive Administrator's Office to Compassion, Peace and Justice. 	<p>The move of ACSWP from the Executive Administrator's Office to Compassion, Peace and Justice was a result of the organizational restructure approved by the GAMC at its May 2010 meeting.</p>
<p>2. Appendix 1, Section III: "Officers of the Council" (current page 6). Attachment 2.</p> <ul style="list-style-type: none"> • Add appointments by the GAMC Chair to the Restricted Funds Oversight Committee, GAMC Nominating Committee, and the Jinishian Memorial Program Governance Commission. 	<p>Including appointment to these committees by the chair will be in keeping with the current duties of the chair.</p>

GENERAL ASSEMBLY MISSION COUNCIL

January 20, 2011

Minutes of the Executive Committee

Appendix 1 - Attachment 1 - Page 2 of 8

<p>3. Appendix 1, Section IX: “Other General Assembly Mission Council Related Committees” (current page 26). Attachment 3.</p> <ul style="list-style-type: none">• Add description for the Jinishian Memorial Governance Commission.	<p>As a GAMC related committee, description of The Jinishian Memorial Governance Commission should be included in this section of the Manual of Operations.</p>
<p>4. Appendix 2: “General Assembly Mission Council Staff Organization” (current pages 29, 30 & 31). Attachment 4.</p> <ul style="list-style-type: none">• Approve changes to reflect the relocation of ACSWP, Cultural Proficiency Office, Research Services, and Human Resources as shown in attachment.	<p>These changes will be in keeping with the organizational restructure approved at the March 2010 GAMC meeting.</p>
<p>5. Appendix 8: “Comprehensive Performance Review Processes for the Executive Director of the General Assembly Mission Council” (current pages 51-53). Attachment 5.</p> <ul style="list-style-type: none">• Delete current version and replace it with the attached revision.	<p>The 2009-2010 GAMCX Procedures Subcommittee suggested that the current review process for the GAMC Executive Director be revised since it was cumbersome and consumed far too much time during the previous term.</p> <p>The proposed revision streamlines the review process into a single pattern for first and third year reviews, and another pattern for second and fourth year reviews.</p>
<p>6. Appendix 1, Section IX: “Other General Assembly Mission Council Related Committees” (current page 26). Attachment 6.</p> <ul style="list-style-type: none">• Amend section by adding a new paragraph prior to the list of related committees. The new paragraph would read: <p>“The following committees have a special relationship to the General Assembly Mission Council because of reporting relationships established by the General</p>	<p>Current GAMC procedures maintain liaison relationships with these committees, but not an explicit method for the chairperson of one of the related committees to address the mission committees. On occasions when it is important to the related committee that their chair speak directly with a mission committee, this measure provides access, without either increasing the number of corresponding members, or committing to cover the expense of such a visit.</p>

<p>Assembly or the General Assembly Mission Council. If the chairperson of one of these committees wishes to address a GAMC Mission Committee, he or she may request time from the chair of the mission committee prior to the meeting. Ordinarily such requests will be granted, subject to available time on the docket, and the relevance of the request.”</p>	<p>Page 3 of 8</p>
<p>7. Appendix 2, Section II, A. 4: “General Assembly Ministries” (current page 30). Attachment 7.</p> <ul style="list-style-type: none"> To reinsert the sentence describing the Faith and Order ecumenical work of Theology, Worship, and Education in the Manual of Operations. 	<p>Theology, Worship, and Education (TWE) has assigned responsibility for ecumenical work on behalf of the GAMC. Faith and Order ecumenical work, which is an important aspect of TWE’s work, was inadvertently omitted from the 2008 and 2010 editions of the Manual of Operations and should be reinserted.</p>
<p>8. Appendix 2, Section VI. D: “General Assembly Mission Council Members by Election or Appointment” (current pages 17 & 18.)</p> <ul style="list-style-type: none"> D.2: Replace [See Section IV. A.3, b. (2)] with [See Section IV. A.2.b. (2)]. D.3: Replace [See Section IV. A.3, b. (3)] with [See Section IV. A.2.b. (3)]. D. 4: Replace [See Section V. A.3,b.(4), (5)] with [See Section IV. A.2.b.(4), (5)]. 	<p>Changes will have References correspond with Sections mentioned as they currently appear in the Manual of Operations.</p>

2) **Recommendation:** That the GAMC Executive Committee forward the proposed changes to the *Organization for Mission of the Presbyterian Church (U.S.A.)* to the General Assembly Mission Council with a recommendation for approval.

1. Change references to the GAMC website from www.pcusa.org/gamc to www.gamc.pcusa.org in the following sections of the Organization for Mission:

- Page 19. Section V. G.2. “The General Assembly Mission Council.” Page 4 of 8
- Page 20. Section VII. paragraph 1. “Presbyterian Church (U.S.A.) A Corporation”
- Page 20. Section VIII. A. paragraph 2. “Other General Assembly Related Corporations”
- Page 21. Section VIII. B. paragraph 2. “Other General Assembly Related Corporations”

Rationale:

The GAMC website was given a new address with the launch of the new site in July 2010. Links to the GAMC website in the referenced sections need to be updated with the new address.

2. Replace “Appendix 10” with “Appendix 8” in Section V. D. 4. Page 17. “The General Assembly Mission Council.”

Rationale:

The review process for the GAMC Executive Director is outlined in Appendix 8 (not Appendix 10) of the Manual of Operations.

II. FOR INFORMATION:

The Procedures Subcommittee reviewed the Minutes of the Advocacy Committee for Racial Ethnic Concerns and the Advocacy Committee for Women’s Concerns for the year 2009.

Advocacy Committee for Racial Ethnic Concerns:

- March 16-18, 2009
- July 23-25, 2009
- October 22-24, 2009

Advocacy Committee for Women’s Concerns:

- March 12-16, 2009
- July 16-18, 2009
- October 28-31, 2009

The Procedures Subcommittee agreed that the minutes reviewed were, for the most part, in compliance with the established guidelines and offered the following suggestions for future minutes:

ACREC Minutes:

1. Identify the chair and vice-chair on page one of future minutes under “ACREC Members Present.”

ACWC Minutes:

1. Identify the three co-chairs on page one of future minutes under list “ACWC Members Present.
2. Spell out acronyms when they are listed the first time in the minutes.

VII. General Assembly Advisory and Advocacy Committees

The 205th General Assembly (1993) approved the creation of one advisory committee and two advocacy committees. They are:

Advisory Committee on Social Witness Policy

Advocacy Committee for Racial Ethnic Concerns

Advocacy Committee for Women's Concerns

An advisory committee is related to an entity or agency of the General Assembly that is formed for the purpose of providing advice, recommendations, resources, information, or counsel to its parent body.

An advocacy committee is related to an entity or agency of the General Assembly that is formed for the purpose of providing resources and support for a stated cause, constituency, policy, or defined interest through recommendations, advice, counsel, and efforts that endorse, define, or encourage. The committee reports regularly to its parent body and constituency.

The above named committees shall have members as detailed below; elected for a four-year term with a maximum of eight years. For those who continue from the similar committees, continuous service is counted.

The General Assembly Nominating Committee shall nominate the members, for election by the General Assembly, and shall monitor the rotation of committee members among the synods.

The chairs of the advisory committee and advocacy committees shall be elected in the same manner as the chairs of the GAMC Mission Committees, i.e., elected by the members of the respective committees.

The funding for the meetings of these committees comes from the per capita budget and is the responsibility of the General Assembly Mission Council.

Whenever the work of the committee takes the members beyond the audience of the PC(USA), nationally or internationally, there shall be intensive pre-trip briefing which shall include current church policy, political situations and possible conflicting ideologies and shall include training on dealing with people of differing cultures, faith and backgrounds. When statements to the media are necessary they shall ordinarily be made by the chair of the committee, based on the approved policies of the General Assembly.

Staff responsible for the planning and coordination work of the Advisory Committee ~~committee~~ shall be accountable to the ~~Office of the~~ Director of Compassion, Peace and Justice Ministry Area of the General Assembly Mission Council, ~~Executive Director of the General Assembly Mission~~

~~Council, through the Executive Administrator,~~ in consultation with the ~~appropriate~~ Advisory ~~or~~ Advocacy Committee.

A. Advisory Committee on Social Witness Policy (ACSWP)

This advisory committee shall consist of three General Assembly Mission Council members and nine at-large members selected for special expertise and geographical diversity.

1. Accountability

- a. The committee shall be accountable to carry out the processes and procedures, and for the identification of financial implications, generally required by all entities for presentation of material to the General Assembly. However, it is understood that the nature of the committee's work occasionally may create difficulties for all concerned in these areas.
- b. The committee shall be accountable for the content of its work to the General Assembly in accordance with the *Manual of the General Assembly*, pg. 77, *Forming Social Policy*, 2.a.: "The Advisory Committee on Social Witness Policy will be responsible for the process of developing and recommending social witness policy to the General Assembly. If any other entity is involved in processes of developing and recommending social witness policy, then appropriate consultation and linkage with the Advisory Committee on Social Witness Policy shall be undertaken."
- c. Staff responsible for the planning and coordination work of the committee shall be accountable to the Office of the Executive Director of the General Assembly Mission Council through the Executive Administrator, in consultation with the Advisory Committee on Social Witness Policy.
- d. During the employee review process of the Coordinator, input will be requested from the Committee.

2. Search Procedures

- a. When the coordinator position becomes vacant, a search committee of seven members shall be appointed by the Executive Director, with membership as follows:
 - (1) In consultation with the chair of ACSWP, three shall be appointed from the Committee, one of whom shall be the chair of the Search Committee.
 - (2) In consultation with the chair of the GAMC, three shall be appointed from the elected members of the Council
 - (3) The ~~Director of Compassion, Peace and Justice~~ ~~Executive Administrator~~ shall provide staff services to the Search Committee and shall have voice but not vote.
 - (4) The chair of the Search Committee shall communicate the Search Committee's recommendation to the ~~Executive~~ Director of Compassion, Peace and Justice.
- b. The ~~GAMC-Executive~~ Director of Compassion, Peace and Justice shall appoint and have supervision of the coordinator for the Advisory Committee on Social Witness Policy.
- c. The search and appointment shall be guided by, and in accordance with, the *Presbyterian Church (USA) General Assembly Mission Council Employee Handbook*.

3. Budget

The budget shall be displayed in the Office of the ~~Executive~~ Director of the Compassion, Peace and Justice Ministry Area of the General Assembly Mission Council with the Deputy Executive Director for Mission ~~Executive Director~~ signing off on matters requiring the signature of the a Deputy Executive Director.

4. Staff Relationships

The Social Witness Policy Office and the Committee relate most closely to the Compassion, Peace and Justice Ministry Area in order to be a regular part of information channels, staff meetings, teams and discussions, and for linkages to the two advocacy committees.

Relationships with other ministries shall be developed through staff participation in 'staff week' meetings, staff teams and consultative processes.

5. Access

Access to the General Assembly Mission Council Executive Leadership Team for planning and consultation shall be on invitation of the Executive Director or at the request of the coordinator for the Advisory Committee on Social Witness Policy. At least annually, there will be a meeting of the Advisory Committee on Social Witness Policy and representatives of the General Assembly Mission Council Executive Committee for strategic reflection and anticipation regarding social witness policy concerns.

The committee shall submit its General Assembly report to the General Assembly Mission Council Executive Committee's Procedures Subcommittee for review and possible comments by the General Assembly Mission Council.

6. Liaisons

A staff person shall be named from the Compassion, Peace and Justice Ministry as liaison to the Advisory Committee on Social Witness Policy.

7. Relation to the General Assembly and the General Assembly Mission Council

Access to the General Assembly and the General Assembly Mission Council shall be in the form of policy statements, resolutions, study papers, social involvement reports, Advice and Counsel Memoranda, a yearly narrative report, and other appropriate correspondence. Advice and Counsel Memoranda are to be developed cooperatively with the Advocacy Committee for Racial Ethnic Concerns and the Advocacy Committee for Women's Concerns as appropriate.

8. Assigned Functions

- a. Prepare policy statements, resolutions study papers, social involvement reports, or Advice and Counsel Memoranda on the church's social witness for study and recommendation to the General Assembly at the request of the General Assembly, the General Assembly Mission Council, or on its own initiative; seek concurrence of the council relative to financial implications on plans for studies.
- b. Advise General Assembly Mission Council on matters of social witness policy or strategy, including interim statements concerning pressing social issues, the council may wish to consider between meetings of the General Assembly. Facilitate two-way communication with all parties throughout policy development and advisory processes.
- c. Prepare special studies at the request of the General Assembly, the General Assembly Mission Council, or its Ministries on matters of social witness.
- d. Work cooperatively with the Ministries and all governing bodies in coordinating the interdependent process of social policy formation, implementation, and monitoring.
- e. Provide advice and counsel to the General Assembly and its representative committees on overtures, commissioner resolutions, reports, and actions before the General Assembly that recommend policy direction or action on social witness.
- f. Maintain an up-to-date and accurate Social Policy Compilation of General Assembly social witness policy and provide information to the church as requested.
- g. Provide the Stated Clerk, the Moderator of the General Assembly, and the Executive

Director of the General Assembly Mission Council with information as they fulfill their responsibilities to communicate and interpret the social witness policies of the General Assembly.

- h. Identify facets of the church's social witness that enable or obstruct effective action. Analyze, in cooperation with the General Assembly Ministries, the effectiveness of social witness in governing bodies, institutions, and the General Assembly Mission Council. After consulting entities that have primary ministry responsibility and the General Assembly Mission Council, report to the General Assembly on the advisory committee's findings, together with recommendations for improving social witness.
- i. Report directly to the General Assembly because of the need to maintain and advance a prophetic witness of the church.

Officers of the Council

A. Chair

The duties of the chair are to:

1. Preside at meetings of the General Assembly Mission Council.
2. Be a member of and chair the Executive Committee.
3. Guide the Council in fulfilling its responsibilities identified in the *Constitution* and the *Organization for Mission*.
4. Appoint the chair and members of the GAMC Executive Committee's Procedures Subcommittee.
5. Appoint four voting members of the General Assembly Mission Council (one of who shall also be appointed as chair) and one co-opted member with special expertise, representing a presbytery or congregation, to the Restricted Funds Oversight Subcommittee. Members will serve two-year terms and be eligible for a second term.
- 4-6. Appoint members of the General Assembly Mission Council Nominating Committee for two-year, non-renewable terms.
7. Appoint two GAMC voting members to the Mission Responsibility Through Investment Committee, for a four-year non-renewable term.
- 5-8. Appoint two current or previous GAMC elected members to four-year, non-renewable terms on the Jinishian Memorial Program Governance Commission. The two members will also serve as liaisons to the Jinishian Memorial Program U.S. Advisory Committee (USAC) with voice, but not vote.
- 6-9. Request and appoint a parliamentarian from the Office of the General Assembly to advise the chair and upon request of the chair to speak to the body.
- 7-10. Make appointments as authorized by the General Assembly Mission Council, with ratification by the Executive Committee.
- 8-11. Be an ex-officio member of all Council committees with voice but not vote (except the General Assembly Mission Council Nominating Committee) only during GAMC meeting dates.
- 9-12. Appoint committees of counsel as necessary. The committees shall have a maximum of three (3) members, but may have fewer as determined by the GAMC chair. The Legal Office shall serve as the primary staff support to GAMC committees of counsel. (*Book of Order* D-6.0302)

APPENDIX 1

General Assembly Mission Council – Manual of Operations

the seminaries.

- m. To maintain relations with educational and ecumenical associations which share common concerns with the committee.
- n. To serve as an agency of the denomination for relating to theological seminaries other than those of the PC(USA).
- o. To recommend to the General Assembly those theological seminaries which shall qualify as members of the Committee on Theological Education.

IX. Other General Assembly Mission Council Related Committees

A. Mission Responsibility Through Investment Committee (MRTI)

The Committee on Mission Responsibility Through Investment (MRTI) is responsible for implementing General Assembly policy related to mission responsibility through investment. MRTI assists the church at all levels to utilize its investments as key instruments to promote its mission goals in society. MRTI provides leadership for effective engagement of the private sector in partnership with ecumenical colleagues in the United States, and in collaboration with indigenous churches, ecumenical bodies and local groups in other nations. Nominated by the General Assembly Nominating Committee and elected by the General Assembly, this committee reports to the General Assembly Mission Council's Justice Mission Committee.

B. Mission Development Resources Committee (MDRC)

The Mission Development Resources Committee makes decisions on Church Loans, Walton Awards for New Church Development and Mission Program Grants (New Church Development, Congregational Transformation and Specialized Ministries). Nominated by the General Assembly Nominating Committee and elected by the General Assembly, this committee reports to the General Assembly Mission Council's Evangelism Mission Committee.

C. Presbyterian Disaster Assistance Advisory Committee (PDA)

The purpose of the Presbyterian Disaster Assistance Advisory Committee is to give policy advice, review the work, assist in setting strategic program direction and planning, and recommend an annual budget. This "is a ministry of relief and response to national and international disasters, aid to refugees and displaced persons, refugee resettlement and efforts toward development." This ministry is "carried out through ecumenical partnerships, related church agencies, middle governing bodies, and congregations." Nominated by the General Assembly Nominating Committee and elected by the General Assembly, this committee reports to the General Assembly Mission Council's Justice Mission Committee.

D. Presbyterian Hunger Program Advisory Committee (PHP)

The purpose of the Presbyterian Hunger Program Advisory Committee is to guide the church's response to hunger and its underlying causes. The committee carries out the following tasks: 1) recommending Presbyterian Hunger Program operating guidelines, 2) making and reporting funding (grant) decisions within the approved guidelines; and 3) suggesting the development of programs and strategies for implementing the "Common Affirmation on Global Hunger," and other General Assembly policies related to hunger and poverty. Nominated by the General Assembly Nominating Committee and elected by the General Assembly, this committee reports to the General Assembly Mission Council's Justice Mission Committee.

E. Presbyterian Committee on the Self-Development of People (SDOP)

The National Presbyterian Committee on the Self-Development of People provides the opportunity for the members of the Presbyterian Church (U.S.A.) and non-members to help establish partnerships with economically poor, oppressed, and disadvantaged people in the United States and around the world, which helps them to develop toward their own potential, self-determination, and human dignity. (People who are not Presbyterian may be nominated, elected, and serve). The National Committee shares this ministry with middle governing body committees, as the focal point of the Church's efforts to promote the self-development concept and cause.

F. Jinishian Memorial Program Governance Commission

The Jinishian Memorial Program (JMP) is an endowed ecumenical ministry of the General Assembly Mission Council, and part of the World Mission ministry area, that supports ongoing programs benefitting Armenians in need in Armenia, Lebanon, Syria, Turkey, and Jerusalem. JMP has a U.S. Advisory Committee (USAC) composed of three individuals of Armenian descent, and two who are members of the GAMC staff. The Jinishian Memorial Program Governance Commission (JMPGC) acts on behalf of the GAMC in all matters that authorize and facilitate the implementation of JMP. The JMPGC is composed of the five voting members of the USAC, plus two current or previous GAMC elected members. The two elected GAMC members also serve as liaisons with the USAC with voice, but not vote.

General Assembly Mission Council Staff Organization

I. Mission Administration

A. Office of the Executive Director

The primary purpose of the office is to provide overall leadership and support for the mission of the Presbyterian Church (U.S.A.) working with and through the General Assembly Mission Council and the General Assembly Ministries. The office is divided into mission administration areas, two of which are shared with the Office of the General Assembly:

1. Executive Administrator's Office which includes: [Advisory Committee on Social Witness Policy](#), Advocacy Committee on Racial Ethnic Concerns, Advocacy Committee for Women's Concerns, [Cultural Proficiency, and Research Services](#) and [Human Resources](#).
2. Internal Audit
3. Legal & Risk Management

Shared with the Office of the General Assembly

4. Middle Governing Body Relations
5. Vocation

B. Deputy Executive Directors

The General Assembly Ministries are led by three Deputy Executive Directors reporting to the Executive Director.

1. Deputy Executive Director for Mission
 - a. Evangelism and Church Growth
 - b. Compassion, Peace and Justice
 - c. Racial Ethnic and Women's Ministries/Presbyterian Women
 - d. Theology, Worship and Education
 - e. [World Mission](#)
 - e.f. [Research Services](#)
2. Deputy Executive Director for Communications & Funds Development
 - a. Creative Services
 - b. Development Services

- c. Executive Office Communications
 - d. Funds Development
 - e. Mission Communications
 - f. Mission Interpretation
 - g. Presbyterian News Service
3. Deputy Executive Director for Shared Services
- a. Finance and Accounting
 - ~~b.~~ [Human Resources](#)
 - ~~c.~~ Information Technology
 - ~~d.~~ Presbyterian Center Services
 - ~~e.~~ Presbyterian Distribution Services

II. General Assembly Ministries

A. Mission Ministries:

1. Evangelism and Church Growth

The Evangelism and Church Growth Ministry equips, empowers, and inspires individuals, congregations and governing bodies to share their personal faith in Christ and to become connected to a community of faith. This work is done in partnership with synods and presbyteries. Work area offices carry out this ministry by coaching and training leaders to plant new churches, to transform existing congregations, and to effectively share and live out the Gospel in our increasingly multicultural world.

2. Compassion, Peace and Justice

The Compassion, Peace and Justice Ministry seeks to support, assist and involve congregations and governing bodies in ministries of compassion, justice, and peacemaking. It responds to disasters, provides support for sustainable community development, and works to alleviate hunger and poverty nationally and around the world. It also addresses injustice in all arenas of life and advocates for just and peaceful solutions to situations of violence, conflict and oppression. This work is done in collaboration with middle governing bodies, partner churches, ecumenical partners and community-based organizations. Work areas and offices carry out this ministry in a variety of ways, providing resources, supporting networks, sponsoring events that equip congregations to witness to God's healing and reconciling activity in the world.

3. Racial Ethnic and Women Ministries/Presbyterian Women

The Racial Ethnic and Women Ministries/Presbyterian Women Ministry seek to develop leaders, to work for racial and gender justice and equality, and to cultivate Presbyterian communities of faith that truly reflect the increasing multicultural makeup of our society. Work areas and offices carry out this ministry through networks, events, publications, communication, advocacy, and financial support.

4. Theology, Worship, and Education

The Theology, Worship, and Education Ministry assists the whole church in its common

calling to explore the riches of the gospel, worship the one Triune God, and strengthen the ministries of the church. In partnership with congregations, presbyteries, and seminaries, Theology Worship and Education develops educational materials, worship resources, leader development programs, spiritual enrichment processes, and theological studies that support the church's faith and life.

5. Vocation

The Office of Vocation is a shared ministry of the General Assembly Mission Council and the Office of the General Assembly. Its mission is to provide ecclesiastical and programming support related to vocation and leadership for Presbyterian individuals, congregations, governing bodies, and other partners. Its ministry includes support for presbyteries and congregations in the nurture of Christian Vocation, the preparation, credentialing, and support of church professionals, and the PCUSA call system.

6. World Mission

The World Mission Ministry carries on our 170-year Presbyterian tradition and calling of sending missionaries, sharing and living out the gospel, and supporting partner Christian ministries around the globe. Work areas and offices in this ministry include supporting dozens of partner churches in many countries, working with international ecumenical bodies, and sending hundreds of full time, part time, and volunteer mission personnel to over 60 countries around the world. World Mission supports mission involvement throughout the PC(USA) by providing mission education, networking opportunities, interfaith resources, opportunities to volunteer nationally, and leadership development for young adults serving nationally and internationally.

B. *General Assembly Support Ministries*

1. Communications and Funds Development

Communication and Funds Development Ministry communicates the mission and ministry of the General Assembly Mission Council and the role and activities regarding mission in the PC(USA). Communication and Funds Development encourages, implements, and guides stewardship and giving to fund the GAMC and the mission and ministry of connectional entities and agencies of the PC(USA).

2. Shared Services

Shared Services Ministry faithfully receives, records, and reconciles contributions offered to the church from congregations and presbyteries. Shared Services assists the ministry areas in budgeting, disbursing, documenting, and financial reporting. Shared Services prints, packages, mails, and distributes denominational materials to congregations, middle governing bodies, and to mission fields across the nation and the world. Shared Services also provides support for [human resources](#), information technology, property management, and Presbyterian Center operations.

(Proposed Process)
Comprehensive Performance Review Processes for the
Executive Director of the General Assembly Mission Council

I. Introduction

The purpose of all performance reviews described in these processes is to discuss, share, and assess goals, performance, successes, and challenges related to the work of the Executive Director (“ED”). The Executive Committee will conduct the annual reviews of the ED described in these Processes during any four-year term of each ED. The Executive Committee may conduct these performance reviews or may appoint a subcommittee of its members. In either instance, the review shall be led in that process by the vice-chair of the General Assembly Mission Council (“GAMC”). For purposes of these Processes, “EC” means either the Executive Committee or a subcommittee of the EC members, unless specified otherwise. Suggested deadlines for the Processes described below are attached in the Guidelines at Attachment A.

II. First and Third-Year Performance Reviews

A. Purpose of the Reviews

1. The purpose of a first-year performance review is to provide support for the newly elected or newly re-appointed ED, to correct any perceived missteps, to identify potential problems, to celebrate accomplishments, to listen to and identify potential issues, and to set goals for the second year of the term.
2. The purpose of the third-year performance review is to discuss and share successes and challenges, goals and performance related to the work of the ED. A particular goal of the third-year review is to evaluate the ED’s eligibility and willingness to serve for an additional four-year term.

B. These performance reviews shall be conducted as follows:

1. The ED will provide to the EC a self-evaluation at least forty-five (45) days prior to the date set for the EC to meet with the ED to discuss his/her annual evaluation.
2. In preparing the annual evaluation, the Executive Committee (EC) acting as the Personnel Committee will solicit comments and input from GAMC elected members, in addition to selected GAMC staff, middle governing body executives and clerks, and chief administrative officers of other GA agencies and corporations. All input that is received prior to the announced deadline will be considered.
3. A confidential written summary of the evaluation with goals and objectives shall be prepared by the vice-chair of the GAMC, who will meet with the ED to discuss it. Both the vice-chair and the ED will sign the summary and it will be placed in the ED’s personnel file.
4. A summary of the evaluation shall be presented to the GAMC in closed session during the Council’s next regular meeting.

III. Second-Year and Fourth-Year Performance Reviews

A. Purpose of the Reviews

1. The purpose of the second-year performance review is to build on the previous year's experience, to provide constructive support, to strengthen partnerships and to plan for the next two (2) years. This mid-term review provides an opportunity for selected individuals to comment on performance strengths and weaknesses, progress made in meeting goals, and any desirable mid-course corrections.
2. The purpose of the fourth-year review is to evaluate the performance of the entire four-year term and to prepare for the next term.

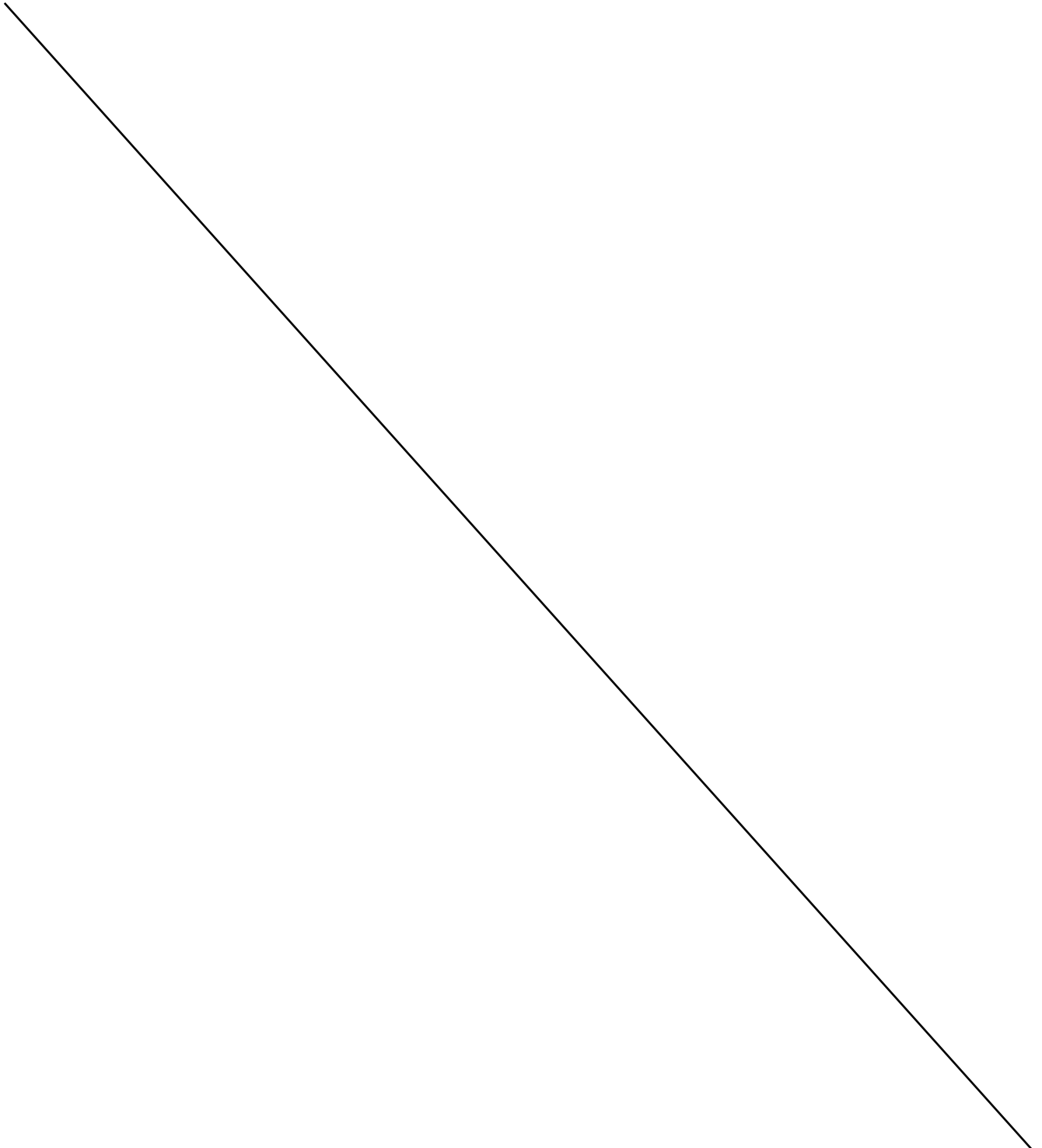
B. The performance review shall be conducted as follows:

1. The EC shall develop review instruments which shall contain questions and areas of inquiry targeted to each specific group identified in paragraph 2, below. The instruments shall be available to the ED and the EC three (3) months prior to the review date and before they are sent to those who are selected to respond to them. The EC may select a subcommittee chaired by the vice-chair of the GAMC to create the review instruments even if the full EC will conduct the annual review of the ED.
2. Participants in the review process shall include all GAMC members, the Moderator of the General Assembly, and a random selection of persons in the following categories:
 - a. GAMC staff (both exempt and nonexempt);
 - b. Middle governing body executives and clerks; and
 - c. The chief administrative officers of the other General Assembly agencies and corporation.
3. Comments in response to the review instruments shall be shared in summary with the ED during the annual review meeting; however, the names of the persons making comments shall be held in confidence by the EC.
4. The ED shall submit to the EC a written self-evaluation at least forty-five (45) days prior to the EC's final review meeting with the ED, noting the following:
 - a. For the second-year review the self-evaluation shall include goals and objectives for the remaining two (2) years of the term.
 - b. For the fourth-year review the evaluation shall include goals and objectives for the next four-year term, if appropriate and warranted.
5. The results of the second-year review shall be shared by the EC in a face-to-face interview with the ED at or before the summer EC retreat. A summary of the review shall be presented to the GAMC in closed session at the GAMC's next regular meeting.
6. The results of the fourth-year review shall be shared by the EC in a face-to-face interview with the ED at or before the spring GAMC meeting. A summary of the review shall be presented to the GAMC in closed session at the spring GAMC meeting. The GAMC will vote whether or not to elect the ED to an additional four-year term and, if it votes in favor election, the GAMC will send the action forward to the General Assembly by or before the forty-five (45) day General Assembly Standing Rule deadline.

7. A confidential written summary of the review with goals and objectives shall be prepared by the vice-chair of the GAMC. Both the vice-chair of the GAMC and the ED will sign the summary and it will be placed in the ED's personnel file.

IV. Exit Interview

When an Executive Director leaves the position, the EC will conduct an exit interview. (Appendix 7)



The Executive Director's Annual Review Process begins the year following the General Assembly and continues yearly through the four-year term. For example, following the 219th General Assembly (2010), the first annual review would take place in July 2011 at the Executive Committee Retreat; second year (or mid-term) review – July 2012; third year review – July 2013; and fourth year (or end-of-term) review – in time for the Spring meeting of the GAMC (May 2014).

GUIDELINES FOR ANNUAL REVIEW PROCESS

Year 1 of Executive Director's Term	
45 days before summer Executive Committee Retreat	ED sends self-evaluation to EC or subcommittee of EC for review
End of summer Executive Committee Retreat 1 year after appointment or re-appointment of ED	Review completed & discussed with ED
Fall GAMC Meeting	Summary of ED's evaluation presented to GAMC
Year 2 of Executive Director's Term (mid-term)	
3 months before the summer Executive Committee Retreat	Review instruments made available to ED and to EC or subcommittee of EC for review
45 days before summer Executive Committee Retreat	ED sends self-evaluation to EC or subcommittee of EC for review
End of summer Executive Committee Retreat	Review completed & discussed with ED
Fall GAMC Meeting	Summary of ED's evaluation presented to GAMC
Year 3 of Executive Director's Term	
45 days before summer Executive Committee Retreat	ED sends self-evaluation to EC or subcommittee of EC for review
End of summer Executive Committee Retreat	Review completed & discussed with ED
Fall GAMC Meeting	Summary of ED's evaluation presented to GAMC

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Year 4 of Executive Director's Term (end-of-term)	
3 months before spring GAMC meeting	Review instruments made available to ED and to EC or subcommittee of EC for review
45 days before spring GAMC meeting	ED sends self-evaluation to EC or subcommittee of EC for review
Spring GAMC meeting	Review completed & discussed with ED. Summary of ED's evaluation presented to GAMC. GAMC takes action regarding the election of the ED and, if elected, sends action forward to GA by 45-day General Assembly Standing Rule deadline
Summer GA meeting	GA votes on concurring with the GAMC action

Comprehensive Performance Review Processes for the EXECUTIVE DIRECTOR OF THE GENERAL ASSEMBLY MISSION COUNCIL

I. Purpose of Performance Review and Regular Consultations

The purpose of all performance reviews and consultations is to discuss and share successes and challenges, goals and performance related to the work of the Executive Director. At each regularly scheduled General Assembly Mission Council meeting, time will be set aside for a private consultation between the Personnel Committee and the Executive Director. The Personnel Committee shall annually conduct a review that complies with the Personnel policies of the General Assembly Mission Council Employee Handbook.

II. First-Year, First-Term Performance Review

- A. The purpose of this performance review is to provide support for the newly elected Executive Director, to correct any perceived missteps, to identify potential problems, to celebrate accomplishments, to listen to and identify potential issues and to set goals for the remaining years of the term.
- B. The performance review shall be conducted as follows:
 - 1. The review team shall consist of the Personnel Committee of the General Assembly Mission Council, chaired by the chair of that committee, and of two (2) at-large members, one of whom may have served on the Executive Director's Nominating Committee.
 - 2. A review instrument developed by this team shall be utilized and available to the Executive Director and the participants in the review two (2) months prior to the review date.
 - 3. Participants in the review process shall include all General Assembly Mission Council members, the Moderator of the General Assembly, and a random selection of persons in the following categories:
 - a. GAMC staff (both exempt and nonexempt)
 - b. Middle governing body executives and clerks
 - c. The chief administrative officers of the other General Assembly agencies and corporation
 - d. Others as deemed necessary (e.g., past GAMC chairs, Deputy Executive Directors, and ecumenical partners).
 - 4. Comments in response to the review instrument shall be shared in summary with the Executive Director; however, the names of the persons making comments shall be held in confidence by the review team.

5. The Executive Director shall submit to the review committee a written self-evaluation at least two (2) weeks prior to the face-to-face conference. The self-evaluation shall include goals and objectives for the remaining years of the term.
6. The results of this review shall be shared by the review team in a face-to-face interview with the Executive Director.
7. A confidential written summary of the review with goals and objectives shall be prepared by the chair of the review team. Both the chair of the review team and the Executive Director will sign the summary and it will be placed in the appropriate personnel file.
8. A summary of the review shall be presented to the General Assembly Mission Council in closed session at the first meeting of the second year of the term.

III. Second-Year (Midterm) Performance Reviews, All Terms

- A. The purpose of the second-year performance review is to build on the previous year's experience, to provide constructive support, to strengthen partnerships and to plan for the next two (2) years. This mid-term review provides an opportunity for selected individuals to comment on performance strengths and weaknesses, progress made in meeting goals, and any desirable mid-course corrections.
- B. The performance review shall be conducted as follows:
 1. The performance review team shall consist of the Personnel Committee of the General Assembly Mission Council, chaired by the chair of that committee.
 2. A review instrument developed by this team shall be utilized and available to the Executive Director and the participants in the review two (2) months prior to the review date.
 3. Participants in the review process shall include all General Assembly Mission Council members, the Moderator of the General Assembly, and a random selection of persons in the following categories:
 - a. GAMC staff (both exempt and nonexempt)
 - b. Middle governing body executives and clerks
 - c. The chief administrative officers of the other General Assembly agencies and corporation
 - d. Others as deemed necessary (e.g., past GAMC chairs, Deputy Executive Directors, and ecumenical partners).
 4. Comments in response to the review instrument shall be shared in summary with the Executive Director; however, the names of the persons making comments shall be held in confidence by the review team.
 5. The results of this review shall be shared by the review team in an informal face-to-face interview with the Executive Director.
 6. A confidential written summary of the review with goals and objectives shall be prepared by the chair of the review team. Both the chair of the review team and the

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Executive Director will sign the summary and it will be placed in the appropriate personnel file.

7. A summary of the review shall be presented to the General Assembly Mission Council in closed session during the council's next regular meeting.

IV. Third Year Performance Review, All Terms

- A. The purpose of this review is to discuss and share successes and challenges, goals and performance related to the work of the Executive Director. A particular goal of this review is the evaluation by the review team and the Executive Director with regards to nomination for an additional term if he or she is eligible and willing to stand for renomination.
- B. The performance review shall be conducted as follows:
 1. The review team shall consist of the Personnel Committee of the General Assembly Mission Council, chaired by the chair of that committee.
 2. A review instrument developed by this team shall be utilized and available to the Executive Director and the participants in the review two (2) months prior to the review date.
 3. Participants in the review process shall include all General Assembly Mission Council members, the Moderator of the General Assembly, and a random selection of persons in the following categories:
 - a. GAMC staff (both exempt and nonexempt)
 - b. Middle governing body executives and clerks
 - c. The chief administrative officers of the other General Assembly agencies and corporation
 - d. Others as deemed necessary (e.g., past GAMC chairs, Deputy Executive Directors, and ecumenical partners).
 4. Comments in response to the review instrument shall be shared in summary with the Executive Director; however, the names of the persons making comments shall be held in confidence by the review team.
 5. The Executive Director shall submit to the review committee a written self-evaluation at least two (2) weeks prior to the face-to-face conference. The self-evaluation shall include goals and objectives for the remaining years of the term.
 6. The results of this review shall be shared by the review team in a face-to-face interview with the Executive Director.
 7. A confidential written summary of the review with goals and objectives shall be prepared by the chair of the review team. Both the chair of the review team and the Executive Director will sign the summary and it will be placed in the appropriate personnel file.
 8. A summary of the review shall be presented to the General Assembly Mission Council in closed session at the first meeting of the fourth year of the term.

I. Fourth-Year Performance Reviews, All Terms

- A. The purpose of this review is to evaluate the performance of the entire term and to prepare for the next term.
- B. The performance review shall be conducted as follows:
 - 1. The performance review team shall consist of the Personnel Committee of the General Assembly Mission Council, chaired by the chair of that committee.
 - 2. A review instrument developed by this team shall be utilized and available to the Executive Director and the participants in the review two (2) months prior to the review date.
 - 3. Participants in the review process shall include all General Assembly Mission Council members, the Moderator of the General Assembly, and a random selection of persons in the following categories:
 - a. GAMC staff (both exempt and nonexempt)
 - b. Middle governing body executives and clerks
 - c. The chief administrative officers of the other General Assembly agencies and corporation
 - d. Others as deemed necessary (e.g., past GAMC chairs, Deputy Executive Directors, and ecumenical partners).
 - 4. Comments in response to the review instrument shall be shared in summary with the Executive Director; however, the names of the persons making comments shall be held in confidence by the review team.
 - 5. The results of this review shall be shared by the review team in an informal face-to-face interview with the Executive Director.
 - 6. A confidential written summary of the review with goals and objectives shall be prepared and signed by the chair of the review team and the Executive Director and placed in the appropriate personnel file.
 - 7. A summary of the review shall be presented to the General Assembly Mission Council in closed session during the council's next regular meeting.

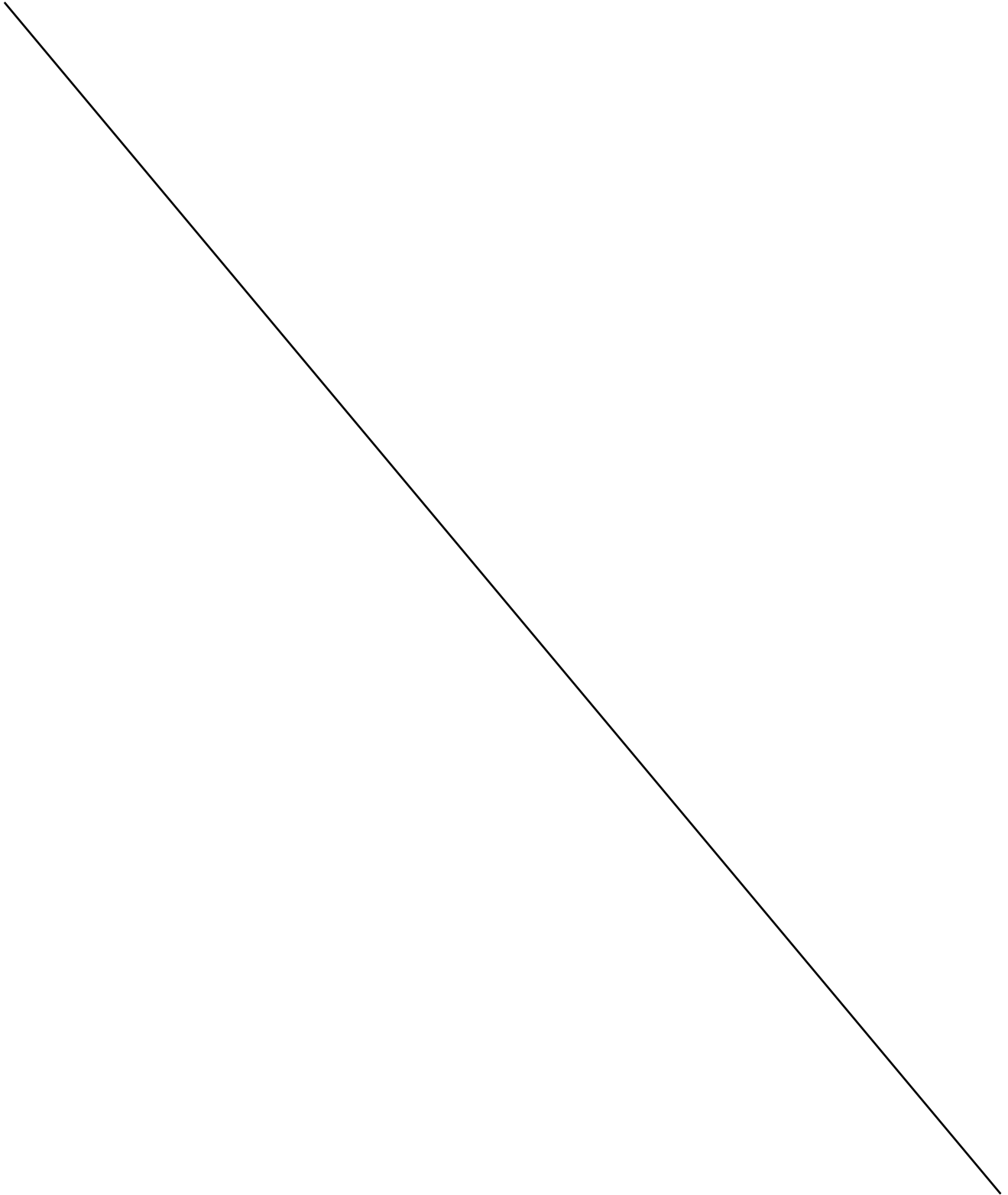
VI. Subsequent Years Terms Performance Reviews

- A. First-Year Performance Review
This review shall be conducted using the year one format with the following exception:
The review committee shall be the Personnel Committee and not include any members of the Executive Director's Nominating Committee.
- B. Subsequent (Midterm, Third and Fourth-Year Performance Reviews

Utilize the review processes described in sections III, IV, and V.

VII. Exit Interview

When an Executive Director leaves the position, the General Assembly Mission Council Personnel Committee will conduct an exit interview. (Appendix 9)



GENERAL ASSEMBLY MISSION COUNCIL**January 20, 2011****Minutes of the Executive Committee****Appendix 1 - Attachment 5****Comparison of Former Executive Director Review Process and****Proposed Revised Review Process**

The 2009-2010 GAMCX Procedures Subcommittee suggested that the current review process for the GAMC Executive Director be revised since it was cumbersome and consumed far too much time during the previous term.

The proposed revision streamlines the review process into a single pattern for first and third year reviews, and another pattern for second and fourth year reviews.

Current Review Process	Proposed Revised Review Process
FIRST-YEAR, FIRST-TERM REVIEW	FIRST AND THIRD-YEAR REVIEWS
1. Review Team = Personnel Committee + 2 at-large members (RT)	1. GAMC Executive Committee (GAMCX) or subcommittee performs evaluation.
2. Review instrument available to ED and participants 2 months in advance. Participants = GAMC council members, Moderator of GA, random selection from: GAMC staff, MGB executives & clerks, chief administrative officers of other GA agencies and corporations, others.	2. GAMCX prepares evaluation and is permitted to solicit comments/input from GAMC council members, MGB executives & clerks, chief administrative officers of other GA agencies and corporations, but within deadlines for process.
3. Comments shared in summary with Executive Director (ED), no names.	3. Comments shared in summary with Executive Director, no names.
4. ED provides self-evaluation at least two weeks in advance of review when results of review are shared by RT with goals and objectives.	4. ED provides self-evaluation 45 days prior to meeting with GAMCX.
5. Chair of RT prepared confidential summary of review with goals and objectives.	5. Vice-Chair of GAMCX prepares confidential written summary of evaluation with goals and objectives.
6. Summary presented to GAMC in closed session, 1st meeting of 2nd year of term.	6. Summary presented to GAMC in closed session at next regular meeting.

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Second-Year, Midterm Review, All Terms	Second and Fourth-Year Reviews
1. RT = Personnel Committee	1. GAMCX or subcommittee performs evaluation.
2. ED provides self-evaluation with goals and objectives at least two weeks prior to review.	2. ED provides self-evaluation 45 days prior to meeting with GAMCX with goals and objectives for next 2 years (2 nd year review) and next 4 years (if appropriate).
3. Review instrument available to ED and participants 2 months in advance.	3. Review instrument available to ED and participants 3 months in advance.
4. Participants = GAMC council members, Moderator of GA, random selection from: GAMC staff, MGB executives & clerks, chief administrative officers of other GA agencies and corporations, others.	4. Participants = GAMC council members, Moderator of GA, random selection from: GAMC staff, MGB executives and clerks, chief administrative officers of other GA agencies and corporations.
5. Comments shared in summary with ED, no names.	5. Comments shared in summary with ED, no names.
6. Results shared by RT with ED.	6. Results of 2 nd year review shared by GAMCX with ED at/before summer GAMCX retreat; results of 4 th year review shared by GAMCX at/before spring GAMC meeting.
7. Chair of RT prepared confidential summary of review with goals and objectives.	7. Vice-Chair of GAMCX prepares confidential summary of review with goals and objectives.
8. Summary presented to GAMC in closed session at next regular meeting.	8. Results of 2 nd year review shared with GAMC in closed session at next regular meeting; results of 4 th year review presented to GAMC in closed session at spring GAMC meeting. GAMC votes on whether or not to elect ED to additional 4-year term and if favorable sends it forward to GA.

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THIRD YEAR REVIEW, ALL TERMS	SEE PROCESS FOR FIRST AND THIRD-YEAR REVIEWS
1. RT = Personnel Committee	
2. Review instrument available to ED and participants 2 months in advance. Participants = GAMC council members, Moderator of GA, random selection from: GAMC staff, MGB executives & clerks, chief administrative officers of other GA agencies and corporations, others.	
3. Comments shared in summary with ED, no names.	
4. ED provides self-evaluation at least 2 weeks in advance of review when results of review are shared by RT with goals and objectives.	
5. Chair of RT prepared confidential summary of review with goals and objectives.	
6. Summary presented to GAMC in closed session, 1st meeting of 4th yr of term.	
FOURTH-YEAR REVIEW, ALL TERMS	SEE PROCESS FOR SECOND AND FOURTH-YEAR REVIEWS
1. RT = Personnel Committee	
2. Review instrument available to ED and participants 2 months in advance.	
3. Participants = GAMC council members, Moderator of GA, random selection from: GAMC staff, MGB executives & clerks, chief administrative officers of other GA agencies and corporations, others.	

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4. Comments shared in summary with ED, no names.	
5. Results shared by RT with ED.	
6. Chair of RT prepared confidential summary of review with goals and objectives.	
7. Summary presented to GAMC in closed session at next regular meeting.	
SUBSEQUENT YEARS TERMS REVIEWS	SAME AS PROCESS FOR YEARS 1-4.
First-Year Use year one format with one exception, RT = Personnel Committee but not any members of ED's Nominating Committee Subsequent Same as for years 2, 3, & 4	
	<u>Attachment A</u> Suggested deadlines for the process

APPENDIX 1

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the seminaries.

- m. To maintain relations with educational and ecumenical associations which share common concerns with the committee.
- n. To serve as an agency of the denomination for relating to theological seminaries other than those of the PC(USA).
- o. To recommend to the General Assembly those theological seminaries which shall qualify as members of the Committee on Theological Education.

X. Other General Assembly Mission Council Related Committees

The following committees have a special relationship to the General Assembly Mission Council because of reporting relationships established by the General Assembly or the General Assembly Mission Council. If the chairperson of one of these committees wishes to address a GAMC Mission Committee, he or she may request time from the chair of the mission committee prior to the meeting. Ordinarily such requests will be granted, subject to available time on the docket, and the relevance of the request.

A. Mission Responsibility Through Investment Committee (MRTI)

The Committee on Mission Responsibility Through Investment (MRTI) is responsible for implementing General Assembly policy related to mission responsibility through investment. MRTI assists the church at all levels to utilize its investments as key instruments to promote its mission goals in society. MRTI provides leadership for effective engagement of the private sector in partnership with ecumenical colleagues in the United States, and in collaboration with indigenous churches, ecumenical bodies and local groups in other nations. Nominated by the General Assembly Nominating Committee and elected by the General Assembly, this committee reports to the General Assembly Mission Council's Justice Mission Committee.

B. Mission Development Resources Committee (MDRC)

The Mission Development Resources Committee makes decisions on Church Loans, Walton Awards for New Church Development and Mission Program Grants (New Church Development, Congregational Transformation and Specialized Ministries). Nominated by the General Assembly Nominating Committee and elected by the General Assembly, this committee reports to the General Assembly Mission Council's Evangelism Mission Committee.

C. Presbyterian Disaster Assistance Advisory Committee (PDA)

The purpose of the Presbyterian Disaster Assistance Advisory Committee is to give policy advice, review the work, assist in setting strategic program direction and planning, and recommend an annual budget. This "is a ministry of relief and response to national and international disasters, aid to refugees and displaced persons, refugee resettlement and

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efforts toward development." This ministry is "carried out through ecumenical partnerships, related church agencies, middle governing bodies, and congregations." Nominated by the General Assembly Nominating Committee and elected by the General Assembly, this committee reports to the General Assembly Mission Council's Justice Mission Committee.

D. Presbyterian Hunger Program Advisory Committee (PHP)

The purpose of the Presbyterian Hunger Program Advisory Committee is to guide the church's response to hunger and its underlying causes. The committee carries out the following tasks: 1) recommending Presbyterian Hunger Program operating guidelines, 2) making and reporting funding (grant) decisions within the approved guidelines; and 3) suggesting the development of programs and strategies for implementing the "Common Affirmation on Global Hunger," and other General Assembly policies related to hunger and poverty. Nominated by the General Assembly Nominating Committee and elected by the General Assembly, this committee reports to the General Assembly Mission Council's Justice Mission Committee.

E. Presbyterian Committee on the Self-Development of People (SDOP)

The National Presbyterian Committee on the Self-Development of People provides the opportunity for the members of the Presbyterian Church (U.S.A.) and non-members to help establish partnerships with economically poor, oppressed, and disadvantaged people in the United States and around the world, which helps them to develop toward their own potential, self-determination, and human dignity. (People who are not Presbyterian may be nominated, elected, and serve). The National Committee shares this ministry with middle governing body committees, as the focal point of the Church's efforts to promote the self-development concept and cause.

III. General Assembly Ministries

C. Mission Ministries:

7. Evangelism and Church Growth

The Evangelism and Church Growth Ministry equips, empowers, and inspires individuals, congregations and governing bodies to share their personal faith in Christ and to become connected to a community of faith. This work is done in partnership with synods and presbyteries. Work area offices carry out this ministry by coaching and training leaders to plant new churches, to transform existing congregations, and to effectively share and live out the Gospel in our increasingly multicultural world.

8. Compassion, Peace and Justice

The Compassion, Peace and Justice Ministry seeks to support, assist and involve congregations and governing bodies in ministries of compassion, justice, and peacemaking. It responds to disasters, provides support for sustainable community development, and works to alleviate hunger and poverty nationally and around the world. It also addresses injustice in all arenas of life and advocates for just and peaceful solutions to situations of violence, conflict and oppression. This work is done in collaboration with middle governing bodies, partner churches, ecumenical partners and community-based organizations. Work areas and offices carry out this ministry in a variety of ways, providing resources, supporting networks, sponsoring events that equip congregations to witness to God's healing and reconciling activity in the world.

9. Racial Ethnic and Women Ministries/Presbyterian Women

The Racial Ethnic and Women Ministries/Presbyterian Women Ministry seek to develop leaders, to work for racial and gender justice and equality, and to cultivate Presbyterian communities of faith that truly reflect the increasing multicultural makeup of our society. Work areas and offices carry out this ministry through networks, events, publications, communication, advocacy, and financial support.

10. Theology, Worship, and Education

The Theology, Worship, and Education Ministry assists the whole church in its common calling to explore the riches of the gospel, worship the one Triune God, and strengthen the ministries of the church. In partnership with congregations, presbyteries, and seminaries, Theology, Worship, and Education develops educational materials, worship resources, leader development programs, spiritual enrichment processes, and theological studies that support the church's faith and life. This Ministry also bears responsibility for Faith and Order ecumenical work on behalf of the entire GAMC.

11. Vocation

The Office of Vocation is a shared ministry of the General Assembly Mission Council and the Office of the General Assembly. Its mission is to provide ecclesiastical and programming support related to vocation and leadership for Presbyterian individuals,

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congregations, governing bodies, and other partners. Its ministry includes support for presbyteries and congregations in the nurture of Christian Vocation, the preparation, credentialing, and support of church professionals, and the PCUSA call system.

12. World Mission

The World Mission Ministry carries on our 170-year Presbyterian tradition and calling of sending missionaries, sharing and living out the gospel, and supporting partner Christian ministries around the globe. Work areas and offices in this ministry include supporting dozens of partner churches in many countries, working with international ecumenical bodies, and sending hundreds of full time, part time, and volunteer mission personnel to over 60 countries around the world. World Mission supports mission involvement throughout the PC(USA) by providing mission education, networking opportunities, interfaith resources, opportunities to volunteer nationally, and leadership development for young adults serving nationally and internationally.