

PRESBYTERIAN MISSION AGENCY BOARD

September 17-19, 2014

Executive Director's Office

**ITEM H.106
FOR ACTION**

| <i>FOR PRESBYTERIAN MISSION AGENCY EXECUTIVE DIRECTOR'S OFFICE USE ONLY</i> | | | | | |
|---|---------------------------|---|---------------------------------------|--|---|
| | A. Finance | | E. Corporate Property, Legal, Finance | | J. Board Nominating & Governance Subcommittee |
| | B. Justice | | F. PC(USA), A Corporation | | P. Plenary |
| | C. Leadership | | G. Audit | | |
| | D. Worshiping Communities | X | H. Executive Committee | | |

Subject: Changes to the *Presbyterian Mission Agency Manual of Operations*

Recommendation: That the Executive Committee forward the proposed changes to the *Presbyterian Mission Agency Manual of Operations* to the Presbyterian Mission Agency Board with a recommendation for approval.

Summary of Changes to the *Manual of Operations*

| Recommended Change (Additions are underlined, deletions are shown with a strike through) | Rationale |
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| Appendix 1B, Section I.A: "Duties of the Chair" <u>9. Appoint one Board voting member to the Presbyterian Mission Agency/Foundation Work Group.</u> (See Attachment 1) | <p>At the April 2013 meeting, the Board VOTED to approve an amendment to item 1 of the Framework section of the Executive Committee's December 3, 2008 action establishing the Presbyterian Mission Agency (f/k/a General Assembly Council)/Foundation Work Group ("Work Group") so that the Work Group will consist of the chair of each entity's board as well as one (1) additional board member from each entity as appointed by the entity's chair.</p> <p>The appointment of the additional board member by the chair will be added to Appendix 1B, Section I.A under "Duties of the Chair."</p> |
| Appendix 1C, Section I.A.1.d.21): "Executive Committee/ Responsibilities" Review the minutes of the Advocacy Committee for Racial Ethnic Concerns and Advocacy Committee for Women's Concerns annually for consistency with established guidelines and report findings to the Advocacy Committee and the Board Executive Committee. | <p>This change is being made in response to the referral from the 221st General Assembly (2014) – Item 09-17, Recommendation 5:</p> <p>"Incorporate the review of the Advocacy Committee for Women's Concerns' Manual of Operations and meeting minutes as a part of ACWC's regular Six-Year Self-Study Review process with the General Assembly, removing this responsibility from the Presbyterian</p> |

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| | Mission Agency Board.” |
| <p>Appendix 1C, Section I.A.1.e.1)c)4): “Board Nominating and Governance Subcommittee”</p> <p>Nominate one Board voting member for election by the Presbyterian Mission Agency Board to a four-year, non-renewable term on the Advocacy Committee for Women’s Concerns. <u>When the only current Board member with the gifts and abilities required to serve on ACWC has two years remaining in her/his term on the Board, she/he may be elected for a two-year term on ACWC.</u></p> | <p>This change is being made in response to a request from ACWC.</p> <p>See letter from the Advocacy Committee for Women’s Concerns – Attachment 2.</p> |
| <p>Appendix 1C, Section I.B.2.a.: “Leadership Committee”</p> <p>a. Leadership Committee</p> <p>The Leadership Committee focuses on the work of the Presbyterian Mission Agency that inspires, equips and connects individuals for leadership in Christ’s church and in the world. In this work, the Leadership Committee seeks to discern God’s direction as it guides ministries which identify, develop and resource diverse transformational leaders. Areas of ministry typically within the purview of the Leadership Committee include:</p> <ol style="list-style-type: none"> 1) Chaplains 2) <u>Ecumenical and Interfaith Relations</u> 3) Elder and leader development 4) Financial Aid for Studies 5) Leadership trends and response 6) Mission Personnel 7) Racial Ethnic and Women’s Leadership 8) Theological Education 9) Theology <ol style="list-style-type: none"> 1) Committees/Entities where the Board has a representative: <ol style="list-style-type: none"> a. Presbyterian Women in the Presbyterian Church (U.S.A.), Inc., Board of Directors b. <u>General Assembly Committee on</u> | <p>One member of the Presbyterian Mission Agency Board serves as a member/liaison with the General Assembly Committee on Ecumenical and Interreligious Relations. Each such liaison is expected to make a report to the Mission Agency Board regarding their service. When the committee charters were developed in 2012, the committee to which this liaison would make a report was not specified. Following conversations with staff who normally support ecumenical and interreligious work, it was determined that the Leadership Committee would be recommended as the appropriate place for that report and as the general assignment for any other work related to ecumenical and interreligious matters.</p> <p>Attachment 3.</p> |

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| <p style="text-align: center;"><u>Ecumenical and Interfaith Relations – GACEIR</u></p> | |
| <p>Appendix 1C, Section I.B.2.c.: “Justice Committee”</p> <p>c. Justice Committee</p> <p>3) Committees where the Board has a representative:</p> <ul style="list-style-type: none"> a) Jarvie Commonweal Service Committee b) Jinishian Memorial Program Governance Commission c) Mission Responsibility through Investment Committee d) Presbyterian Health Education and Welfare Association Board of Directors e) Creative Ministries Offering Committee of Presbyterian Women in the Presbyterian Church (U.S.A.), Inc. | <p>The Creative Ministries Offering Committee of Presbyterian Women in the PC(USA), Inc., no longer requires PMAB representation on the committee. In recent years, the Creative Ministries Offering Committee has been much more proactive in soliciting input from the World Mission area coordinators and other related bodies in the denomination, thus ensuring the needed collaboration from across the PC(USA).</p> <p>Attachment 4</p> |
| <p>Appendix 1F, Section I.C.: “Advocacy Committee for Women’s Concerns (ACWC)”</p> <p>One Presbyterian Mission Agency Board nominated by the Presbyterian Mission Agency Board Nominating and Governance Subcommittee and elected by the Presbyterian Mission Agency Board to serve a four-year non-renewable term. This voting member fulfills the responsibility of liaison between the Presbyterian Mission Agency Board and the Advocacy Committee. <u>In the interest of maintaining this relationship with a current member of the Presbyterian Mission Agency Board, when the only current Board member with the gifts and abilities required to serve on ACWC has two years remaining in her/his term on the Board, she/he may be elected for a two-year term on ACWC.</u></p> | <p>This change is being made in response to a request from ACWC.</p> <p>See letter from the Advocacy Committee for Women’s Concerns – Attachment 2.</p> |
| <p>Appendix 11, Section II.D.: “Policy and Procedures for Submitting Changes to the Presbyterian Mission Agency Manual of</p> | <p>This change is being made in response to the referral from the 221st General Assembly (2014) – Item 09-17, Recommendation 5:</p> |

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| <p>Operations”</p> <p>The Advisory Committee on Social Witness Policy (ACSWP), <u>and</u> the Advocacy Committee for Racial Ethnic Concerns (ACREC), or the Advocacy Committee for Women's Concerns (ACWC), which are accountable to the Presbyterian Mission Agency Board, shall submit substantial* proposed changes to its manual of operations to the Presbyterian Mission Agency Board, through the Presbyterian Mission Agency Board Executive Committee, following customary procedures, for adoption or rejection.</p> | <p>“Incorporate the review of the Advocacy Committee for Women’s Concerns’ Manual of Operations and meeting minutes as a part of ACWC’s regular Six-Year Self-Study Review process with the General Assembly, removing this responsibility from the Presbyterian Mission Agency Board.”</p> |
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APPENDIX 1B
Officers of the Board

I. Chair

A. Duties:

1. Preside at meetings of the Presbyterian Mission Agency Board.
2. Be a member of and chair the Executive Committee.
3. Guide the Board in fulfilling its responsibilities identified in the *Organization for Mission*.
4. Appoint a member of the Executive Committee and three Board members to serve with the Board vice-chair as members of the Presbyterian Mission Agency Board Executive Committee's Personnel Subcommittee. The Board vice-chair will serve as chair of the Personnel Subcommittee.
5. Appoint four voting members of the Presbyterian Mission Agency Board (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.
6. Appoint members of the Board Nominating and Governance Sub-Committee for two-year, non-renewable terms.
7. Appoint two Board voting members to the Mission Responsibility Through Investment Committee, for four-year non-renewable terms.
8. Appoint two current or previous Board 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.
9. Appoint one board member to the Presbyterian Mission Agency/Foundation Work Group.
- ~~9-10.~~ 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.
- ~~10-11.~~ Make appointments as necessary, with ratification by the Executive Committee.
- ~~11-12.~~ Appoint committees of counsel as necessary. The committees shall have a maximum of three (3) members, but may have fewer as determined by the Board chair. The Legal Office shall serve as the primary staff support to Board committees of counsel. (Book of Order D-6.0302)
- ~~12-13.~~ In agreement with the vice-chair, review and approve requests to celebrate Holy Communion between regular meetings of the Executive Committee and report any approvals at the next meeting.



ADVOCACY COMMITTEE FOR WOMEN'S CONCERNS

TO: The Nominating and Governance Subcommittee of the Presbyterian Mission Agency Board

**CC: Barry Creech, Director of Policy, Administration and Board Support,
Executive Director's Office, Presbyterian Mission Agency**

**Susan Abraham, Associate for Board Meeting Support and GA
Coordination, Executive Director's Office, Presbyterian Mission Agency**

**Denise Hayden, Senior Administrative Assistant, Executive Director's Office,
Presbyterian Mission Agency**

DATE: 7 JULY 2014

SUBJECT: Board – ACWC Dual Member

Dear Nominating and Governance Subcommittee of the Presbyterian Mission Agency Board,

We are writing concerning the Advocacy Committee for Women's Concerns' (ACWC) liaison member from the Presbyterian Mission Agency Board (the Board). As you may know, Jack Hodges was given a four-year term on ACWC in his last two years on the Board, resulting in his final two years on ACWC being at a time when he would no longer be serving on the Board. ACWC values the mutual relationship of our dual member with the Board, and we were concerned that this disconnect would result in a disconnecting of ACWC from the work of the Board.

After discussion with staff of the Board, it was determined that the only way ACWC could be assigned a new, current member of the Board would be for Jack to resign. Jack has now officially resigned from ACWC, and we are looking forward to being assigned a new member. In the meantime, we have been made aware of some of the difficulties the Board has in finding current members to serve in the many liaison roles you must fill. Being a body of elect, volunteer members ourselves, we can certainly appreciate the difficulty in finding enough people and time to complete all of your work!

In light of this, we've been discussing ways in which it could potentially be made easier for the Board to assign a *current* member to ACWC at all times. While a four-year term is preferable, as there is a learning curve in serving on ACWC, we've determined that we would prefer to allow for a two-year term for the Board's liaison to ACWC when that is the only way in which the slot can be filled by a current Board member.



For this reason, we are suggesting the following edit to the [Presbyterian Mission Agency Manual of Operations](#)' stipulations for the membership of ACWC, found in Appendix 1F, page 40, fifth bullet point under "The Advocacy Committee shall consist of:" (added language shown in italics):

- One Presbyterian Mission Agency Board member nominated by the Presbyterian Mission Agency Board Nominating and Governance Subcommittee and elected by the Presbyterian Mission Agency Board to serve a four-year non-renewable term. This voting member fulfills the responsibility of liaison between the Presbyterian Mission Agency Board and the Advocacy Committee. *In the interest of maintaining this relationship with a current member of the Presbyterian Mission Agency Board, when the only current Board member with the gifts and abilities required to serve on ACWC has two years remaining in her/his term on the Board, she/he may be elected for a two-year term on ACWC.*

We believe this edit would allow for more flexibility in finding a current Board member to serve as liaison to ACWC when there is no current member who can serve a four-year term.

We appreciate your willingness to work with us to find a viable solution to this issue. Please do not hesitate to be in contact with us.

Your partners in ministry,

Darcy Metcalfe Mudd
Jacob Parsons-Wells
Susie Wiggins

Attachment 3

A. Presbyterian Mission Agency Board Committees

1. Context:

The Presbyterian Mission Agency Board oversees the work of the Presbyterian Mission Agency as it inspires, equips and connects the PC(USA) in its many expressions to serve Christ in the world through new and existing communities of faith, hope, love and witness.

2. Committees:

The Board's mission is advanced through four primary committees:

a. Leadership Committee

The Leadership Committee focuses on the work of the Presbyterian Mission Agency that inspires, equips and connects individuals for leadership in Christ's church and in the world. In this work, the Leadership Committee seeks to discern God's direction as it guides ministries which identify, develop and resource diverse transformational leaders. Areas of ministry typically within the purview of the Leadership Committee include:

- 1) Chaplains
- 2) Ecumenical and Interfaith Relations
- 3) Elder and leader development
- 4) Financial Aid for Studies
- 5) Leadership trends and response
- 6) Mission Personnel
- 7) Racial Ethnic and Women's Leadership
- 8) Theological Education
- 9) Theology

Relationships

The work of the Leadership Committee connects in relationship with a variety of other groups, including Board-related committees, missional relationships, committees/boards where the Board has a representative, and ecumenical advisory members.

d. Board-related committees

a. None

e. Missional relationships:

- a. Presbyterian Council for Chaplains and Military Personnel – PCCMP
- b. Association of Presbyterian Church Educators – APCE

f. Committees/Entities where the Board has a representative:

- a. Presbyterian Women in the Presbyterian Church (U.S.A.), Inc., Board of Directors
- b. General Assembly Committee on Ecumenical and Interfaith Relations – GACEIR

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- g. Ecumenical Advisory Members:
 - a. None

Attachment 4

c. Justice Committee

The Justice Committee focuses on the work of the Presbyterian Mission Agency that inspires, equips, and connects Presbyterians and others in witness to God's justice in the world. In this work, the Justice Committee seeks to equip the church for compassionate-prophetic ministries through advocacy and networking for mission. Areas of ministry typically within the purview of the Justice Committee include:

- 1) Advocacy efforts
- 2) Ministries of compassion, peace and justice
- 3) World Mission Networks

Relationships

The work of the Justice Committee connects in relationship with a variety of other groups, including Board-related committees, missional relationships, committees where the Board has a representative, and ecumenical advisory members.

- 1) Board-related committees
 - a) Jinishian Memorial Program Governance Commission relates to the Justice Committee.
 - b) Mission Responsibility through Investment Committee reports to the Justice Committee.
 - c) Presbyterian Disaster Assistance Advisory Committee reports to the Justice Committee.
 - d) Presbyterian Hunger Program Advisory Committee reports to the Justice Committee.
 - e) Presbyterian Self-Development of People Committee relates to the Justice Committee.
- 2) Missional relationships:
 - a) Presbyterian Health Education and Welfare Association – PHEWA
- 3) Committees where the Board has a representative:
 - f) Jarvie Commonweal Service Committee
 - g) Jinishian Memorial Program Governance Commission
 - h) Mission Responsibility through Investment Committee
 - i) Presbyterian Health Education and Welfare Association Board of Directors
 - j) ~~Creative Ministries Offering Committee of Presbyterian Women in the Presbyterian Church (U.S.A.), Inc.~~
- 4) Ecumenical Advisory Members:
 - a) One of the Board's Ecumenical Advisory Members is assigned to the Justice Committee, with voice and vote in committee.