

UUA Board of Trustees
Congregational Boundaries Working Group
January 16, 2014

Recommended Rule Changes

The January Board Packet includes a memorandum from the Ministerial Fellowship Committee regarding proposed changes to MFC Rules 16, 20 and 21. The proposed changes are in response to the Board's questions in the October 2014 meeting.

I will be proposing the following motion for the Board to accept these changes:

“Moved, that the Board approve the amendments to Rules 16, 20, 21A, 21B and 21D of the Rules of the Ministerial Fellowship Committee, as approved and recommended to the UUA Board by the Ministerial Fellowship Committee on September 21, 2014 and January 1, 2015.”

Full text of the changes are also in the January packet.

Proposed Ministerial Fellowship Committee
Rules 21A, B and D Amendments Approved Unanimously and Recommended to the
UUA Board September 21, 2014
Revisions to Rules 16B, 20, 21A and 21B Proposed January 1, 2015

~~STRIKETHROUGH~~ indicates deletions recommended September 21, 2014. **Bold Type** indicates new language proposed on September 21, 2014.

~~STRIKETHROUGH~~ indicates deletion proposed January 1, 2015. **Bold Red Type** indicates new language proposed to be added January 1, 2015.

16B. PROCEDURES FOR REMOVING MINISTERS FROM PRELIMINARY FELLOWSHIP.

When warranted the staff of Ministries and Faith Development Staff Group may handle situations that arise concerning a minister's performance.

If the Executive Committee deems that evidence warrants a review of the minister's Preliminary Fellowship, it will ask the minister to meet with the Executive Committee for a Fellowship Review at the next most convenient meeting. The Executive Committee shall give the minister a minimum of 30 days notice. The minister may submit any relevant material prior to the Executive Committee's decision. The minister must be accompanied by a Good Offices person of the UUMA, who must be a minister in Final Fellowship. Expenses for both ministers' travel will be borne by the MFC. **The Executive Committee shall also invite the person filing the complaint to consider meeting personally with the Executive Committee, accompanied by an advocate designated by the Office of Ethics and Safety. The option to appear before the committee shall be in person or by secured teleconference software. The choice between such methods of appearance shall be in the discretion of the invitee. All expenses involved in the travel and appearance of the person filing the complaint, or individual representatives of classes of victims, will be borne by the Committee.**

Following the Fellowship Review with the Executive Committee, the minister will be informed of the decision of the Executive Committee as to whether the minister will be continued in Preliminary Fellowship and/or any contingencies that have been voted before the minister can continue in Fellowship.

A recommendation by the Executive Committee to terminate a minister's preliminary fellowship will be referred to the full Committee for a vote.

If the Executive Committee established contingencies or makes requests of the minister, the minister's failure to satisfactorily fulfill the contingencies and/or requests shall constitute grounds for termination of Preliminary Fellowship.

20. COMPLAINT PROCEDURES (revisions to first paragraph only)

Complaints or issues regarding a minister's conduct or performance may be raised by the MFC at any time through the initiation of a Fellowship Review. Any individual wishing to file a complaint against a minister must contact the Intake Person for the Office of Ethics and Safety. Complaints must be in writing and contain first hand knowledge or experience. At the "intake" stage, the Intake Person for the Office of Ethics and Safety hears the complaint, provides information on the

process, responds to questions from the complainant and conducts an assessment of the complaint to determine whether the complaint should be referred on to the MFC. **The assessment shall include any statements by the persons filing the complaint about any other victims, or classes of victims, that should receive consideration if the complaint is referred to the MFC.**

21. PROCEDURES FOR REVIEW OF FINAL FELLOWSHIP.

The Committee may call for a Fellowship Review on its own motion or upon the receipt of a complaint regarding a minister's conduct or competence. Action may be taken by the Ministerial Fellowship Committee regarding a minister's Final Fellowship status for unbecoming conduct, incompetence or other specified cause after notice and opportunity for a Fellowship Review before the Committee.

A. The MFC shall give the minister notice and an opportunity to be heard before the MFC. The minister may submit any relevant material to the Committee and will be given copies of any documents upon which the Committee may rely. The minister will be invited to meet with the Executive Committee of the MFC and is expected to be accompanied by a UUMA Good Offices person in Final Fellowship. **The Executive Committee shall also invite the person filing the complaint to consider meeting personally with the Executive Committee, accompanied by an advocate designated by the Office of Ethics and Safety. The option to appear before the committee shall be in person or by secured teleconference software. The choice between such methods of appearance shall be in the discretion of the invitee.** The Executive Committee may determine that no further action is warranted, may propose to the full Committee a mutually agreed upon course of redress, or may determine that further investigation and a full Committee Fellowship Review is warranted.

B. If a full Committee Fellowship Review is called for the Executive Committee will assign an investigative team from ~~within~~ **outside** the Committee's membership, ~~or individuals charged by the Committee~~ ~~the Committee's membership,~~ to be in contact with complainants and other individuals the team deems relevant. Information gathered by the investigative team will be shared with the Committee and with the minister.

D. All expenses involved in the travel and appearance of the minister and the minister's Good Offices person will be borne by the Committee. **All expenses involved in the travel and appearance of the person filing the complaint, or individual representatives of classes of victims, will be borne by the Committee.**