

**Sunday, March 25, 2018**

**24 Farnsworth Street, Chapel**  
MFC Sunday Business Meeting

Members: Nick Allen, Jackie Clement, Karen LoBracco, Jennifer Hamlin-Navias,  
Jesse King, Don Brunnuell, Michael Lyde, Shana Lynngood, Joetta Prost,  
Maddie Sifantus, Kristen Harper, Greg Ward, Shawn Newton, Xolani Kacela  
Staff: Sarah Lammert, Alicia Forde, David Pettee, Marion Bell

### **Public Session**

Mark Steinwinter provided a demonstration on the MFC online packet system.

### **SETTLEMENT NON-CONFIDENTIAL ITEMS**

Michael reviewed the SWG's revisions of renewal:

- Minister Self-Evaluation Form addendum #1
- Preliminary Fellowship Letter (for evaluators) addendum #2

Michael moved that the entire MFC accept the SWG's recommendation for the revised minister self-evaluation form. Approved, unanimous.

TABLED - The Preliminary Fellowship letter to evaluators. The SWG will rework and send to Committee in time for a vote during the May 1<sup>st</sup> renewal call. (This did not happen on the call)

MFC RULES AND POLICY CHANGES (addendum #3)

#### **1. MFC Policy 14B**

MFC Policy 14A allows Transfer ministers from another denomination a modified, streamlined renewal process, considering their previous work in ministry. Therefore the SWG recommends that the full MFC consider creating MFC Policy 14B which would allow for assessing community ministers, especially those serving institutions, on the role they serve/position held within that institution. This might include offering the option for supervisors to submit the institution's evaluation form, use the MFC's renewal forms, and/or submit letters of evaluation.

- **MFC Policy 14B.** *Community ministers serving institutions in which they are regularly and formally evaluated have the option to submit their institution's evaluation forms or a supervisor's letter of evaluation in lieu of the MFC's Board of Trustees/Supervisor's evaluation form. The self-evaluation and an evaluation from the Ministerial Formation Team is also required. The MFC requires UU representation through either the supervisor or someone on the Ministerial Formation Team.*

Michael moved that the entire MFC accept the above recommendation to include the added MFC Policy 14B (number will change after Policies revision by Nick). Approved, unanimous.

Nick is updating the Polices document and will roll this into the new document with the appropriate Policy number.

## 2. MFC Rule 13A

Ministers engaged in less than half-time ministry are not typically eligible for renewal. Ostensibly, the reason for this is there simply isn't enough by way of hours to evaluate anything less than halftime. The SWG proposes that rather than disregard less than half-time ministry as ineligible for renewal, the MFC consider extending the period of evaluation for those doing less than half-time ministry. For example, currently the renewal period is a minimum of 10 months. The SWG recommends that the renewal period for less than halftime be no less than 10 (or 15) hours a week and at least 15 months in duration.

- **MFC Rule 13A:** *To be eligible for review, the minister must be engaged in compensated ministerial activity which constitutes fifty-percent or more of a typical work schedule for a renewal period of 10 to 12 consecutive months. The Committee will also consider, for review, compensated ministerial activity which constitutes at least twenty-five percent of the typical work schedule (430 hours per year) if the renewal period is at least 24 consecutive months in duration.*

After considerable discussion about entrepreneurial ministries, it was decided that it would be best to remove Rule 13A altogether and re-write it into a Policy so that it is more easily changed with evolving UU ministries.

**Michael moved that the entire MFC remove 13A from the MFC Rules. Approved, unanimous.**

The Process Working Group will submit this to the UUA Board for approval. Nick will include the SWG's suggested revision's content into the Policy document that his is re-working.

## 3. MFC Rule 13.B.iii

In supporting formation for community-based ministers, we propose the committee: retain the Affiliation with Congregations requirement and allow community ministers to form either a committee on ministry with members from the affiliating congregation OR a reflection peer group comprised of colleagues who are invested in the wider ministry (and not solely the minister's ministry).

*Suggested update: An evaluation from one's Committee on Ministry. For community-based ministers, the ~~Committee on Ministry~~ Ministerial Formation Team must include members of a UU congregation and appropriate representation from the institution or agency being served by the minister OR persons with similar vocational identities and responsibilities. If the minister is not employed by an institution or agency, then composition of the ~~Committee on Ministry~~ Ministerial Formation Team must be approved by the Professional Development Director of the UUA.*

This item was tabled for more discussion. There is a possibility that this might also move to Policies. PWG (Nick) will work with SWG for clarification on the language and how this can fit into Policies.

## **MFC Process Working Group Agenda**

### **Non-confidential Item Agenda (Notes on 1-3 below)**

1. Updates to “Required Forms” appendix (Joetta) (addendum #4 and #4A)
2. Updates to reading list (Shawn) (addendum #5)
3. Updates to MFC Policies (Nick will send the revisions from the Sunday meeting to Marion and there will be a Zoom meeting to review for the Committee for a vote)
4. Response letter to EqUUal Access
5. September retreat and covenanting

**Joetta moves to adopt the above appendix revisions by the PWG (with the hope that the rollout of the revisions happen asap when the ‘workable’ PDFs are implemented). Greg 2<sup>nd</sup>. Approved, unanimous**

### **Motions for consideration as referred by Process Working Group**

MOVED: To accept changes to required forms for candidacy

MOVED: To accept changes to the MFC Reading List

MOVED: To adopt Policies of the Ministerial Fellowship Committee as amended.

MOVED: To adopt “Policy 2: Policy on Inclusion” as amended

MOVED: To adopt “Policy 18: Complaint Procedures against Ministers” as amended

#### **1. Updates to “Required Forms” appendix (Joetta)**

- Biographical information: “Gender identity” and “health considerations” made optional disclosures, “personal pronouns” added
- Narrative essay prompt updated
- Prefatory letter to Statements of Competence revised with recommendations about filling them out.
- Field to indicate which requirements courses cover
- Formatting and design improvements; redundant information removed

#### **2. Updates to reading list (Shawn)**

- See reading list revisions doc.

#### **3. Updates to MFC Policies (Sarah/Nick)**

#### **Consent Revisions to MFC Policies (passed as one motion)**

1. Requirements for aspirant status and candidacy reflect updated required forms and current practices (e.g. multiple background check options, enrollment verification forms”
2. Policy 8 “Scheduling of Interviews” subdivided
3. Policy 15: “Policy on Waivers” language updated
4. Policy 16: “Final Fellowship” specialties language removed
5. Updates and consistency to staff referral people
6. Consistent usage and formatting

Nick moves to approve the above recommendations. Maddie 2<sup>nd</sup>. Approved, 13 yes votes with 1 abstention

**Substantive revisions to MFC Policies (presented as divided motions)**

- Policy 2 “Policy on Inclusion”: reflecting 2011 Bylaw changes substituted for language of nondiscrimination

Nick moved that the entire MFC accept the above revision. Don 2<sup>nd</sup>. Approved 13 yes votes with 1 abstention

- Policy 17-19 “Complaint Procedures” Revisions

Tabled vote. Nick will prepare a motion for the May 1<sup>st</sup>, 2018 renewal call.

**OTHER BUSINESS**

DECEMBER 2017 MEETING MINUTES - Greg moved to approve the 2017 December meeting minutes. Shana 2<sup>nd</sup>. Approved, unanimous.

Suggestion to schedule working group pre-meeting calls well in advance.

Reminder for spring renewal call on Tuesday, May 1<sup>st</sup> at 12pm