

## **Rule Changes Approved By Ministerial Fellowship Committee October 4, 2015**

**I. Proposed Rule Changes.** The MFC asked the Board to provide proposed language that would allow more than one representative or victim to meet with the MFC Executive Committee if a case warranted it. The Congregational Boundaries Group, on behalf of the Board, proposed the following amendment to Rules 16B and 21 (proposed language in **RED**). Process Working Group revisions/additions are in **GREEN**).

Under Section 11.2 of the Bylaws, the MFC Rules are subject to approval of the Board of Trustees and so are on the Consent Agenda.

### **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 **complainant-person** filing the complaint to ~~consider meeting~~ **meet privately 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-at~~ at the discretion of the invitee. All expenses involved in the travel and appearance of the **complainant-person** filing the complaint, or ~~an~~ individual representatives of classes of **complainants victims**, will be borne by the Committee. **The Executive Committee may invite additional representatives or complainants alleged-victims to meet privately personally meet with it, accompanied**

by an advocate designated by the Office of Ethics and Safety, if (1) the Executive Committee deems such meeting essential to fully understand the nature of the complaint and ensure its appropriate resolution, and (2) the Moderator of the Board of Trustees approves its payment of expenses involved in the travel and appearance of such person(s).

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~~ made requests of the minister, the minister's failure to satisfactorily fulfill the contingencies and/or requests shall constitute grounds for termination of Preliminary Fellowship.

## **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 ~~may~~ shall also invite the ~~complainant 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~~ ~~at~~ 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 outside the Ministerial Fellowship 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.

C. A written notice shall be sent to the minister outlining the reasons for the Fellowship Review, all information gathered from the investigation that will be considered at the Fellowship Review, the date and location of the Fellowship Review, and the procedures which will be followed. Such notification shall be postmarked not less than one month prior to the scheduled date of the Review.

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 **complainant** ~~person filing the complaint~~, or ~~an~~ individual representatives of classes of **complainants** ~~victims~~, will be borne by the Committee. **The Executive Committee may invite additional representatives or complainants alleged victims to personally meet privately with it, accompanied by an advocate designated by the Office of Ethics and Safety, if (1) the Executive Committee deems such meeting essential to fully understand the nature of the complaint and ensure its appropriate resolution, and (2) the Moderator of the Board of Trustees approves its payment of expenses involved in the travel and appearance of such person(s).**

E. A written response to the contents of the investigation including the name of the minister's Good Offices person and any additional material the minister intends to submit for consideration is required within 14 days of receipt of the notice referred to in 21C. If a minister fails to appear at a Fellowship review, the Review will proceed in the minister's absence.

F. In the event that criminal charges are pending against the minister, the Executive Committee may suspend all or part of the investigation until the conclusion of the criminal adjudication. A court

transcript/record may be used in lieu of or in addition to an investigative committee report. Ministers should cooperate with the MFC in providing access to any transcript or record. A termination of Final Fellowship may be based in whole or in part on the court transcript/record without any further evidence.

G. Upon recommendation of the Executive Secretary, the Executive Committee may administratively suspend a minister's fellowship until, and while, a minister's status is being reviewed by the MFC. A minister will be expected to abide by any such suspension and any other conditions or requirements imposed by the MFC during any investigation or deliberation by the Committee.