



**MINISTERIAL FELLOWSHIP COMMITTEE
November 28, 2018**

24 Farnsworth Street, Chapel
MFC Thursday Business Meeting

Members: Nick Allen, Jackie Clement, Karen LoBracco, Jennifer Hamlin-Navias, Jesse King, Don Brunquell, Michael Lyde, Shana Lynngood, Joetta Prost, Maddie Sifantus, Greg Ward, Shawn Newton, Jordinn Nelson-Long, Erica Long, Rebekah Savage, Kristen Harper
Third Panel: Claire Feingold-Thoryn, Rebecca Froom, P.D. Wadler, Jordinn Nelson Long
Staff: Sarah Lammert, Alicia Forde, David Pettee, Marion Bell, Aastha Poudel
Liaisons: Aisha Ansano, McKinley Sims

Future MFC meeting dates: confirmed DATES

- Winter 2019
Wednesday, Dec 4-Sunday, Dec 8
(Thanksgiving is on November 28 and we always meet the Wednesday after that).

Spring 2020
Wed, March 25-Sunday, March 29
(Easter and Passover are in April, so that makes this one easy).
- Fall 2020
Tuesday, September 29-Sunday, October 4
(Rosh Hashanah is Sep 18-20 and Yom Kippur is Sep 27-28). Extra day training.

Motion to approve September 2018 minutes (via email vote of December 12, 2018). Motion passed, unanimous.

Possible extra days for MFC Transition work
extra day at end or beginning of a meeting?
during GA?

CHANGE TO CRIMINAL BACKGROUND CHECK TIMING (change of policies) David will update form for MFC interview. Policy 3B and 3C

Joetta: Motion to update policies, Greg 2nd. Motion passed, unanimous -UPDATE POLICIES

To begin on January 1, 2019, I recommend that the process to become an aspirant will now include completion of the criminal background check.

Additionally, when candidates apply for an MFC interview, that form will now include this text:

"Applicants seeking aspirant status with the Unitarian Universalist Association must immediately inform the Ministerial Fellowship Committee of any of the following incident:

- Any criminal arrest and/or conviction that occur except for violations that are classified as infractions, such as speeding tickets and other violations that cannot result in incarceration.

Arrests and convictions related to substance use must be reported.

- Any complaint of abuse and/or neglect of a child or any other person
- Any complaint of domestic violence, harassment or request for a restraining order.

If at any time the Committee determines that Fellowship was granted based on misleading, or false representation(s), fraud or omission of any information, the MFC has the right to remove a minister from Fellowship."

Those in aspirant or candidate status on January 1, 2019 will have until June 30, 2019 to complete the criminal background check, or lose their status.

If these changes are accepted, the change would require language changes to the following **MFC Policy 3B and 3C:**

Aspirant Status:

- i. Initial Inquiry Form;
- ii. Interview Form for Ministerial Applicants
- iii. Transfer/Plural Standing Forms (if applicable);
- iv. If not graduated from a graduate theological school, evidence of acceptance to a theological school or another approved program, such as an acceptance letter, enrollment verification letter, or unofficial transcript. Or, if graduated from a theological school, submission of an official transcript.
- v. Application for Candidate Status and Waiver of Claims and Authorization.
This form stipulates agreement to abide by the Rules and Policies of the Ministerial Fellowship Committee and to defer accepting any UUA congregationally-based position other than internships and student ministries unless approved by the Ministerial Credentialing Director.
- vi. Delete Criminal Offense Disclosure Form/False Representation Statement. Will be replaced by Criminal background Check;**
- vii. Statement of Congregational sponsorship submitted by sponsoring congregation. Clergy seeking dual or transfer standing or active UUA Congregational Life staff may have this requirement waived. Please contact the Ministerial Credentialing Director for further information.

MFC Policy 3C:

Candidate Status:

- a. Biographical Information Form;*
- b. Personal essay as described in the "Required Forms" appendix*
- c. Digital (head shot) photograph;*
- d. Career Assessment;*
- e. RSCC letter (if applicable);*
- f. Competencies and Reading List;*
- g. First Unit CPE or CPSP evaluations from Candidate and supervisor*
- h. Internship Learning/Serving Agreement*
- i. Internship evaluations from Candidate, supervisor, and internship committee*
- j. Five letters of reference (dated, signed and indicating that they have been shared with the candidate) written by:*
 - i. A faculty member or advisor if the candidate is enrolled in seminary, or a recent graduate;*
 - ii. A Unitarian Universalist minister other than the internship supervisor;*
 - iii. Anyone of the candidate's choice who has known them for at least six years;*
 - iv. Anyone of the candidate's choice;*
 - v. A religious educator*
- k. All official (up to date) seminary transcripts;*
- l. All official undergraduate transcripts (and graduate transcripts, if applicable);*
- m. Conviction Offense Disclosure form (delete)***
- n. Criminal background check (add)***
- o. If applicable, Consent for Release of Information for Transfer and Plural Candidates*

Charge from the UUMA board – Shana reviewed the UUMA charge.

Jesse moves the following resolution:

that the MFC formally acknowledges receipt of the UUMA initiatives and will work as an accomplice in supporting the UUMA initiatives. The MFC will work to integrate these initiatives into the transformation of the MFC. Specifically, the MFC will support the joint meeting of the UUMA, MFC, and LREDA in the spring 2019.

Joetta 2nd. Motion passed, unanimous.

NON-Confidential

STAFF REPORT REVIEW

Sarah - Feb 21st UUA trauma training webinar. Sarah will invite MFC members.

Also look into Emotional CPR (Michael)

Alicia – healing trauma for healing trauma select

integrating healing trauma lens into existing programs. launch new initiative that's collaborative UUA and UUMA. ongoing training. How we address resilience.

Settlement Working Group

review of updated renewal Super/CoM evaluation.

Entrepreneurial ministries. Michael has connected with Brock Leach. working with UUA on ministry innovations. trying to better track and give credence of entrepreneurial ministries. Lots of ministries going on but unable to work within our rules. working on a list of activities they can work on in lieu of being compensated. Michael will join task force with Brock and UUA to work on this work. supportive systems for expanding a bigger safety net for community entrepreneurial ministries.

Candidacy Working Group

Proposal on Internship Stipends

Candidacy Working Group

November 2018

The Question:

In September 2018 CWG met with Richard Nugent and Jan Gartner from the UUA Office of Staff Finances regarding the recommended stipends for ministerial interns. The current recommendations were set in 2011 and increased 11.5% in August of 2018 to reflect the increase in cost of living 2011-2018. The staff is looking for our recommendation and support on how to better serve our ministerial candidates' financial wellbeing going forward. While we want to support our candidates financially, we recognize that placing too heavy a financial burden on congregations might mean fewer internship sites.

Background, Facts and Figures:

Internships are a requirement for fellowship and form a critical part of ministerial formation allowing candidates to gain experience in many facets of ministry with coaching from a seasoned minister. Our congregations and institutions, and thus the wider movement, benefit from being part of the process of equipping qualified ministers for the work they will take on. However, as candidates build more debt and congregational budgets tighten, tensions around internships rise. The UUA offers grants to new teaching sites to help defray the costs of internships, but congregations still assume a significant financial commitment. Many interns are unable to afford to live in the same area as their internship sites and are forced into long commutes and/or additional financial debts to satisfy our requirements.

Current Recommended Stipend Amounts

(First increase since August 2011)

(UUA Office of Church Staff Finance, August 2018)

- less than 250 members: \$1617/month full-time, \$808 month half-time
- 250 to 499 members: \$1895/month full time, \$948/month half-time
- 500 to 749 members: \$2007/month full time, \$1004/month half-time
- more than 750 members: \$2174/month full-time, \$1087/month half-time

Snapshot of Seminary Debt 2018

(Based on applicants for UUA grants; not reflective of the entirety of seminary debt held by UU religious professionals)

- 104 Number of grant applicants
- 44 Median Age (range 27-64 years of age)
- 5 Average Years in Fellowship
- \$6.0 million Total Seminary Debt (104 grant recipients)
- \$57,887 Avg. Seminary Debt (104 grant recipients)
- \$69,128 Avg. Seminary Debt (1-3 years in Fellowship)
- \$1,731 Avg. Grant (range: \$500 to \$4,000; 3% of Avg. Debt)
- \$180,000 Total Grants Distributed (down from \$220,000 in 2017)

Recommended Proposal:

The Office of Church Staff Finances offered three possible strategies for keeping internship stipends at a responsible level:

1. Maintain Current Recommendations (adjusting for Inflation)
2. Link intern pay to Assistant Minister salary recommendations at a 50% level
3. Set to Living Wage (based on locality)

We considered each of the three possibilities in conversation with the UUA staff members. With recognition of our principles of justice and equity and the challenge this will present to congregations, CWG recommends to the full committee that we adopt a living wage (based on locality) policy.

2019 Example for monthly, full-time interns. Note that current recommendations are graded by congregation size. A Living Wage recommendation would be based on locality.

- Current recommendations for congregations of
 - <250 members: **\$1617** = \$9.33/hour
 - 250-499 members: **\$1895** = 10.90/hour
 - 500-749 members: **\$2007** = \$11.50/hour
 - more than 750 members: **\$2174** = \$12.54/hour
- Living Wage 2019 recommendation (monthly, full-time): **\$2600** = \$15/hour

The staff also raised the question of how we could help candidates without placing further financial burdens on congregations. These are all options for future consideration:

- Permit ¼ time internships to permit outside employment while completing internship
- Waive or shorten internship requirement for candidates with substantial congregational experience (lay or staff)
- Allow field education to satisfy internship

Jackie moved to affirm the internship stipend recommendations of the UUA staff Maddie 2nd. Motion passed, unanimous.

CWG Miscellaneous - KAREN LoBracco reported on the LREDA meeting.

Process Working Group

MFC Covenant proposal DRAFT:

Draft Covenant of the MFC

The Members and Liaisons of the MFC are engaged in a religious enterprise as we serve our movement through our work together.

We affirm the ongoing work of dismantling white supremacy culture as a spiritual principle towards building Beloved Community in a just world.

Because covenants are experienced within ourselves, between each other and with candidates,

Therefore:

Within ourselves, we will:

Examine our own biases and internalized oppressions.

Assume good faith in each other and in the candidates.

Remain open and not prejudge.

Maintain healthy self-awareness and monitor for self-care.

Leverage whatever privilege we may have, when needed, to actively help to dismantle the dynamics of oppression.

With our colleagues, we will:

Be gentle with each other and listen deeply.

We will engage graciously when necessary.

Be mindful of pronouns and avoid ableist language.

Respect different methods of processing.

Speak the truth with each other in love.

Speak directly to a person with whom we have a concern.

With candidates, we will:

Maintain confidentiality around the process – the outcome belongs to the candidate.

Respect time commitments including those to the candidates.

Co-create brave space with those from marginalized identities.

Be open to growth and transformation.

Honor the complexity of identities.

When we fall short of these promises, we agree to return and to begin again in love.

We sustain this covenant by centering hope, curiosity and possibility over fear.

The PWG will continue to work on the language of the Covenant and ask for input from committee members.

Additional work:

- working on accessibility policy
- covenant
- developing mechanism to get candidate feedback after interview
- online document process for candidates is delayed
- redesigning categories and how decisions are made for an interview
- need to share and communicate documents better within the MFC

- send bios/photos to candidate of their panel members
- brief intro before interview.
- hope for feedback from candidates on any new processes

How to change waiting room logistics?

two rooms for waiting room?

chairs in a circle?

remember the body language and hospitality

how to get feedback 3-4 weeks after interview?

Maybe through UUMA?

Feedback process delegate to the PWG

email chaplains to keep them in lobby.

limited space for candidates to wander

MFC needs to train chaplains on the process that they want

check on who wants tables and candidate chairs