

Plan of Organization and Rules of Order for the 2008 General Conference
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This is provided as a convenience for users of the Plan of Organization and Rules of Order

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To learn the wisdom in **The purpose of the Plan of Organization and Rules of Order is to help the General Conference discern wisdom in the midst of** theological and spiritual tension and to focus ~~our vision of~~ **on** God’s will for us amid the conflicting issues of **the day**. ~~our times, we must recognize that our Plan of Organization must be honored with integrity by all. At the same time the General Conference must be open to discern prayerfully God’s will for us. Second, there will be times, in the midst of deliberation, when we will need to stop, pray together, listen in silence together, and refocus our common vision of where the Spirit is leading the Church.~~ **The General Conference must be open to discern prayerfully God’s will for us. There will be times, in the midst of deliberation, when we will need to stop, listen in silence, pray together and refocus our common vision on where the Spirit is leading the church. Trusting that God is at work throughout all of creation, the church invites the public to observe its deliberations by conducting its business in open meetings (consistent with ¶ 721 of the Book of Discipline).”**

These times of prayer and discernment may be varied and surprising. While they do not substitute for decent **respectful** and orderly debate, they do serve to hold our temporal affairs up to the light of the larger, common vision of The United Methodist Church.

Preamble by the 2000-2004 Committee on Plan of Organization and Rules of the General Conference

47

PLAN OF ORGANIZATION

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49

I. Opening Session and Organization

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The General Conference will assemble on the day fixed at the place designated in

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accordance with the action taken by the preceding General Conference or the

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Commission on the General Conference.

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~~The~~ Holy Communion and the Memorial Service shall be celebrated by the Conference,

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led by the Council of Bishops ~~being in charge~~. During the Memorial Service, ~~there shall~~

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~~be called~~ the names of the bishops and bishops' spouses who have died since the

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adjournment of the preceding General Conference, and ~~likewise~~ the names of the

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delegates-elect who have died shall be called.

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The opening business session of the Conference shall be on the day at the hour fixed by

61

the Commission on the General Conference and shall be called to order by the bishop

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designated, as provided in the *Book of Discipline* ¶~~15~~16.11.

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The following order of business shall be observed:

65

A. Roll Call. The record of attendance shall be made in writing to the Secretary of

66

the General Conference by:

67

1) The Secretary of the Council of Bishops for the bishops,

68

2) The Secretary of the Judicial Council for that body,

- 69 3) The ~~General~~ **Executive** Secretary of the ~~General Council on Ministries~~
- 70 **Connectional Table** for all general secretaries,
- 71 4) The chairperson of each delegation for its membership. **(See Rule 5)** ~~The~~
- 72 ~~chairperson shall be provided with a form on which to report daily the~~
- 73 ~~attendance of its members. Any reserve seated in the place of a regular~~
- 74 ~~delegate shall have been duly elected as a reserve delegate by the Annual~~
- 75 ~~Conference and shall meet the requirements set forth in the *Discipline* ¶32-34.~~
- 76 ~~Delegates, including reserves when the latter are substituted for a delegate or~~
- 77 ~~delegates, shall be seated in the order of their election, except when a reserve~~
- 78 ~~is seated temporarily, in which case the reserve shall occupy the seat of the~~
- 79 ~~delegate for whom the substitution is made. All delegates arriving after the~~
- 80 ~~opening roll call shall be reported by the chairperson of the delegation to the~~
- 81 ~~Committee on Credentials (See section VIII.A.4. and Rule 5. See also~~
- 82 ~~*Discipline* ¶506 defining a Quorum.) and~~
- 83 5) The chairperson of the delegation for Affiliated Autonomous Methodist and
- 84 United Church delegations.
- 85 B. Establish the bar of the conference.
- 86 C. Report of The Plan of Organization and Rules of Order.
- 87 D. Report of The Commission on The General Conference.
- 88 E. Elections
- 89 1) Coordinator of Calendar (See IV.C)
- 90 2) ~~Committee on the Plan of Organization and Rules of Order.~~
- 91 F. Report of Committee on Agenda.

92 G. Miscellaneous Business.

93 H. Adjournment.

94

95 **II. Episcopal, Laity, and Laity Young People Addresses**

96 The Quadrennial Addresses ~~of the Council of Bishops~~ shall be delivered early in the

97 Conference, at such hour as determined by the Commission on the General Conference.

98 ~~The Quadrennial Address of the Laity shall be delivered early in the Conference, at such~~

99 ~~hour as determined by the Commission on the General Conference.~~ **The Council of**

100 **Bishops shall coordinate the preparation and presentation of the Quadrennial**

101 **Episcopal Address.** The Association of Annual Conference Lay Leaders shall

102 coordinate the preparation and presentation of the Quadrennial Lay Address from

103 submissions by annual conference lay leaders. This opportunity shall be open to all

104 annual conference lay leaders in Africa, Asia, Europe, and North America. **The United**

105 **Methodist Division of Ministries with Young People shall coordinate the**

106 **preparation and presentation of the Quadrennial Young People Address. This**

107 **opportunity shall be open to all young people in Africa, Asia, Europe, and North**

108 **America.**

109

110 **III. Presiding Officers**

111 The presiding officers for the several plenaries of the Conference, the opening plenary

112 excepted (See Section I, above), shall be chosen from among the effective bishops by the

113 Committee on Presiding Officers (See Section ~~VII~~ **VIIA.6**).

114

115 **IV. Secretarial Staff Secretary of the General Conference**

116 A. The Secretary of the General Conference shall be responsible for all functions of
117 the office assigned by ¶504.3 in preparation for the session of the General
118 Conference, **and shall be accountable to the Commission on the General**
119 **Conference.**

120 B. The Secretary of the General Conference shall select persons from the clergy and
121 lay membership of The United Methodist Church to serve on the secretarial
122 support staff.

123 C. The Conference shall elect, upon nomination by the Secretary of the General
124 Conference, a Coordinator of Calendar, who shall assist the Committee on
125 Agenda and Calendar in presenting reports in such order as to expedite the
126 business of the Conference, ~~as well as~~ **and** in other responsibilities of the
127 committee (See I.E.1 and ~~VIII~~ **VII**.A.1).

128 D. **The Secretary of the General Conference shall prepare the petitions,**
129 **resolutions, and reports that** ~~After ascertaining that petitions, resolutions, and~~
130 ~~similar communications in hand and dealing with the regular business of the~~
131 ~~Conference meet the requirements of the *Book of Discipline* ¶507, the Secretary~~
132 ~~shall be responsible for preparing the same~~ for reference to the appropriate
133 legislative committee, subject to review by the Committee on Reference. (See
134 Section ~~VIII~~ **VII**.A.7.) ~~In the case of~~ **For** a single petition signed by a number of
135 people, the ~~Committee~~ **Secretary of the General Conference** **needs to** print only
136 the name of the first signer with an indication of the total number of signers.
137 Petitions submitted by general agencies and/or conferences shall have all of those

138 sources identified. ~~Substantially identical petitions received from other sources~~
139 shall be identified by number of petitions received.

140 E. ~~The work of the Secretary shall be supervised by the Executive Committee of the~~
141 ~~Commission on the General Conference.~~ A budget for the work of the Secretary
142 of the General Conference shall be presented by the Commission on the General
143 Conference to the General Council on Finance and Administration. Such budget
144 shall be paid out of the General Administration Fund.

145 F. If in the interim of the quadrennial sessions of the General Conference the office
146 of the Secretary of the General Conference shall be vacated for any reason, the
147 Council of Bishops shall elect a successor to serve until the next session.

148

149 **V. Nominations and Elections**

150 The Secretary of the General Conference shall develop a time line for the submission of
151 nominations, ~~and elections~~ and appointments by the Council of Bishops. In making
152 these nominations, elections and appointments, attention shall be given to ensuring
153 continuity of membership from the previous quadrennium. It shall be the responsibility
154 of the Council of Bishops to present nominations for ~~the~~ the Commission on the General
155 Conference, ~~Committee on Plan of Organization and Rules of Order,~~ Commission on
156 Central Conference Affairs, General Conference administrative committees, and
157 secretary-designate of The General Conference. These nominations shall be presented to
158 the General Conference for election ~~according to the provisions of Rule 14.~~

159

160 Disciplinary provisions shall govern the nomination and election procedures for:

161 General Council on Finance and Administration (§805.1)

162 General Board of Pension and Health Benefits (§1502.1)

163 General Commission on Archives and History (§1704.2)

164 The University Senate (§1414.2)

165 The Judicial Council (§ 2602, 2603, 2604.1)

166

167 Episcopal membership on:

168 General Board of Church and Society (§ 705.5d)

169 General Board of Discipleship (§705.5d)

170 General Board of Global Ministries (§705.5d, 1311.6)

171 General Board of Higher Education and Ministry (§705.5d)

172

173 VI. Commission on ~~The~~the General Conference

174 A. **There shall be a Commission on the General Conference composed of**
175 **twenty-five (25) members as follows: two persons from each jurisdiction, one**
176 **person from the central conferences of each continent of Africa, Asia, and**
177 **Europe, one young adult, the chairperson of the host committee, and ten (10)**
178 **additional members. The additional members shall be allocated to reflect the**
179 **proportionate jurisdictional membership based upon combined clergy and**
180 **lay membership of the church. With the exception of the chairperson of the**
181 **host committee, members shall be nominated from the elected delegates to**
182 **the General Conference by the Council of Bishops at its fall meeting**
183 **preceding General Conference and elected by the General Conference for a**

184 term of eight years. The Commission shall be equally divided between clergy
185 and lay membership to the extent possible. Approximately half of the
186 Commission shall be elected by the General Conference each quadrennium.
187 If vacancies occur, the Council of Bishops shall elect geographically
188 appropriate successors to serve through the next session of the General
189 Conference and then nominate for election by the General Conference
190 persons to serve any remainder term. The Secretary of the General
191 Conference, the Treasurer of the General Council on Finance and
192 Administration, the Business Manager of the General Conference, and a
193 bishop named by the Council of Bishops shall also be ex-officio members
194 without vote. The Council of Bishops shall designate one of its members to
195 convene and organize the Commission for the coming quadrennium before
196 the adjournment of the General Conference.

197 At the organizational meeting, an executive team comprised of a chairperson, a
198 vice-chairperson, and a secretary shall be elected. The remaining members
199 of the executive team shall be the chairperson of the host committee, the
200 Bishop serving on the Commission, the Secretary of the General Conference,
201 the Business Manager of the General Conference, and the chairperson and
202 secretary elected by the Committee on the Plan of Organization and Rules of
203 Order. The Commission shall organize a Committee on the Plan of
204 Organization and Rules of Order from within its membership. The
205 composition of the committee shall be determined by the Commission. The
206 Committee shall be organized at the initial meeting of the Commission

207 **following General Conference. It shall elect its own chairperson and**
208 **secretary, who will serve on the Commission's executive team.** There shall be
209 a Commission on the General Conference composed of one clergy and one
210 layperson from each jurisdiction and four members at large, at least one of whom
211 should be lay and one clergy from the central conferences of the continents of
212 Africa, Asia and Europe. They shall be nominated by the Council of Bishops at its
213 fall meeting next preceding the General Conference and elected by the General
214 Conference for a term of eight years; half of the members shall be elected by the
215 General Conference each quadrennium. If vacancies occur, the Council of
216 Bishops shall elect successors to serve until the next session of the General
217 Conference and then nominate for election by the General Conference persons to
218 serve any remainder of the term. The Secretary of the General Conference, the
219 Treasurer of the General Council on Finance and Administration, the Business
220 Manager of the General Conference and a bishop in the effective relationship
221 named by the Council of Bishops shall also be ex-officio members but without
222 vote. The Commission may elect three additional members at large for each
223 quadrennium, providing that one of these additional members shall be the
224 chairperson of the local Host Committee in the annual conference which will be
225 the site of the next General Conference. The Council of Bishops shall designate
226 one of its members to convene and organize the Commission before the
227 adjournment of the General Conference.

228 B. **The first Commission on the General Conference to be elected shall have half**
229 **its members nominated from persons currently serving non-expiring terms**

230 **from the current Commission on the General Conference and Committee on**
231 **the Plan of Organization and Rules of Order. Persons nominated from both**
232 **of these current groups shall serve a term of four years, expiring at the**
233 **adjournment of the subsequent General Conference. The remaining**
234 **members shall be new nominees and shall serve for a full eight-year term.**
235 **The members of the 2005-2008 Commission on the General Conference and**
236 **the Committee on the Plan of Organization and Rules of Order will continue**
237 **to serve until the adjournment of the 2008 General Conference.**

238 **C.** This Commission shall determine the place and time (within such limits as may
239 be set up by the General Conference) of the next General Conference and shall
240 send an official notice to all elected delegates announcing specifically the opening
241 day and hour of the General Conference and anticipated time of adjournment. It
242 shall further advise the General Conference delegates in advance of all such
243 special events and orders of the day, the dates and times of which have been
244 determined prior to the opening of the General Conference, in order that the
245 delegates may have an overview of the General Conference program. The
246 Commission shall make all necessary arrangements, including arrangements for
247 the publication of the *Daily Christian Advocate* and quadrennial reports of the
248 **Connectional Table and the** general agencies of the church, ~~the same~~ to be
249 published by the United Methodist Publishing House.

250 The *Daily Christian Advocate* shall print the list of nominees for election to
251 the Judicial Council and the University Senate. Biographical sketches not to

252 exceed 100 words in length shall be submitted for each nominee and shall be
253 printed as submitted for each nominee.

254 **D. Duties of the Committee on the Plan of Organization and Rules of Order**

255 **1. The Commission shall refer to this committee any proposed amendments**
256 **to the Plan of Organization and Rules of Order (See Rule 39). Any other**
257 **matters relating to parliamentary order or procedure in the business of**
258 **the General Conference may be referred to this committee.**

259 **2. The Committee shall study the Plan of Organization and Rules of Order**
260 **and make needed changes and adaptations to be presented to the entire**
261 **Commission on General Conference for final approval. After printing in**
262 **the *Advance Daily Christian Advocate*, the Commission shall present the**
263 **Plan of Organization and Rules of Order to the General Conference for**
264 **consideration and final action, same to be published in the *Daily Christian***
265 ***Advocate* which serves as the Journal of the General Conference.**

266 **3. The Plan of Organization and Rules of Order of the General Conference**
267 **shall be those published in the Journal of the preceding General**
268 **Conference until they have been altered or modified by action of the**
269 **General Conference (*Book of Discipline* ¶ 505).**

270 **E.C.** The Commission shall take the necessary measures to assure full participation
271 of all General Conference ~~D~~delegates including but not limited to providing
272 accommodation for language and physical challenges, and access to approved
273 licensed childcare during the session at or near the site of the General Conference
274 for children of elected General Conference delegates.

275 **1. The Advance Daily Christian Advocate will be printed in English,**
276 **French, and Portuguese. Simultaneous and/or one-on-one interpretation**
277 **of plenary and legislative committee sessions will be offered in French,**
278 **Portuguese, Spanish, Swahili, German, Russian, Korean, and American**
279 **Sign Language based upon delegate's need as determined by the**
280 **Commission on the General Conference in consultation with the**
281 **Multilingual Resources of the General Board of Global Ministries.**

282 **2.** In providing accommodation for persons with special needs, personal
283 assistants, or interpreters may be seated when necessary with voting delegates
284 in ~~both~~ **all** committee and plenary sessions.

285 **F.D.** The Commission shall plan the schedule for the opening day of the
286 Conference.

287 **G.E.** The Commission shall recommend to the General Conference the per diem
288 allowance to be paid to the elected delegates (See Section ~~X~~ **IX**).

289 **H.F.** The Secretary **of the General Conference**, on behalf of the Commission on
290 the General Conference, shall issue invitations to ecumenical representatives after
291 consultation with the Council of Bishops and ~~the~~ General Commission on
292 Christian Unity and Interreligious Concerns. The Commission shall arrange for
293 local hospitality and presentation of ecumenical representatives to the General
294 Conference.

295 **I.G.** The Commission is authorized, ~~if it deems it advisable,~~ to select the site of the
296 General Conference up to four quadrennia in advance.

297 **J.H.** The General Secretary of the General Council on Finance and Administration
298 shall confer with the Commission on the General Conference through its
299 chairperson concerning the selection and performance review of the Business
300 Manager of the General Conference.

301

302 **~~VII. Plan of Organization and Rules of Order~~**

303 ~~A. There shall be a Committee on Plan of Organization and Rules of Order~~
304 ~~composed of ten lay and clergy members, including membership from each of the~~
305 ~~jurisdictions and from the central conferences of the continents of Africa, Asia~~
306 ~~and Europe, nominated from the elected delegates to the General Conference by~~
307 ~~the Council of Bishops at its fall meeting preceding the General Conference and~~
308 ~~elected by the General Conference to serve until the next session of the General~~
309 ~~Conference. Members may be elected for additional terms of four years, provided~~
310 ~~no more than four members of the new committee are returning members. If~~
311 ~~vacancies occur, the Council of Bishops shall elect successors to serve until the~~
312 ~~next session of the General Conference. The Secretary and Business Manager of~~
313 ~~the Conference shall be *ex officio* members without vote. The Council of Bishops~~
314 ~~shall designate one of its members to convene and organize this committee after it~~
315 ~~is elected. Outgoing members of the committee present at General Conference~~
316 ~~may meet with the newly elected committee during the current sessions of~~
317 ~~General Conference. These outgoing members will have voice but no vote.~~
318 ~~B. To this committee shall be referred any proposed amendments to the Plan of~~
319 ~~Organization and Rules of Order (See Rule 39). To it may be referred any other~~

320 ~~matters relating to parliamentary order or procedure in the business of the General~~
321 ~~Conference.~~

322 ~~C. This committee shall serve as an Interim Committee between sessions of the~~
323 ~~General Conference. The committee shall study the Plan of Organization and~~
324 ~~Rules of Order and make needed changes and adaptations and, after printing in~~
325 ~~the *Advance DCA*, shall present them to the General Conference for consideration~~
326 ~~and final action, same to be published in the *Daily Christian Advocate* which~~
327 ~~serves as the Journal of the General Conference.~~

328 ~~D. The Plan of Organization and Rules of Order of the General Conference shall be~~
329 ~~the Plan of Organization and Rules of Order as published in the journal of the~~
330 ~~preceding General Conference until they have been altered or modified by action~~
331 ~~of the General Conference (*Discipline ¶505.*)~~

332

333 ~~VIII~~ VII. Committees

334 The General Conference shall have the standing committees hereinafter indicated, with
335 such functions, responsibilities, and limitations respectively as are hereinafter prescribed,
336 and such special committees as it may order.

337

338 **A. Administrative Committees**

339 The members of the following committees shall be appointed by the Council of
340 Bishops at its fall meeting preceding the General Conference. All except the
341 Committee on Correlation and Editorial Revision shall be from the elected delegates
342 to the General Conference (See Section V). Members of administrative committees

343 that meet prior to the day on which the General Conference convenes shall receive the
344 delegate per diem for each additional day on which their attendance is required.
345 Delegates who are appointed to such committees less than 60 days prior to the
346 opening session of General Conference shall be entitled to reimbursement for any
347 additional transportation costs.

348

349 **1) Agenda and Calendar**

350 (a) There shall be a Committee on Agenda and Calendar composed of ten
351 members, at least five of whom shall be laypersons, to be constituted as
352 follows: one from each jurisdiction, one from the central conferences of
353 each of the continents of Africa, Asia, and Europe, the Coordinator of the
354 Calendar, and the chairperson or substitute for the Chairperson of the
355 Program Committee of the Commission on the General Conference. No
356 member of the committee shall be chairperson of a legislative committee
357 or a staff person of any general agency. The Committee shall be
358 convened, for the purpose of organization, by the Secretary of the General
359 Conference at least the day before the opening of the General Conference.
360 Following the presentation and adoption of the report of the Commission
361 on the General Conference at the opening session of the General
362 Conference, the Committee on Agenda and Calendar shall immediately
363 become responsible for guiding the order of business of the Conference.

364 (b) The Committee on Agenda and Calendar shall:

- 365 (1) Present calendar reports in such an order as to expedite the business of
366 the Conference,
- 367 (2) Inform the bishop presiding as soon as possible of the agenda items,
368 including order of priority, to be considered,
- 369 (3) Keep an overview of calendar progress;
- 370 (4) Report **recommendations** to each session of the General Conference
371 ~~recommendations~~ concerning business agenda, including time
372 allocation and order in which legislative committee reports shall be
373 presented;
- 374 (5) Give priority ~~to calendar items as soon as they are available~~ **in plenary**
375 **for legislative consideration as calendar items become available;**
- 376 (6) Give priority to calendar items involving minority reports;
- 377 (7) Announce, at the last plenary session of each day, a tentative agenda
378 for the next day;
- 379 (8) Consult daily with the legislative committee chairpersons to expedite
380 the business of the General Conference; and
- 381 (9) Receive all requests for special orders of the day, except those
382 requested in the report of the Commission on the General Conference
383 on the first day of the Conference.
- 384 (c) Proposals, questions, communications, resolutions, and other matters not
385 included in the regular business of the General Conference shall be
386 referred to the Committee on Agenda and Calendar without motion or
387 debate. This committee shall determine whether the matter presented shall

388 be considered by the General Conference. Appeal from the decision of
389 this committee may be presented to the Conference upon the written
390 signature of twenty delegates, and the item shall be presented to the
391 Conference if the appeal is supported by a one-third vote.

392

393 **2) Correlation and Editorial Revision.**

394 There shall be a Committee on Correlation and Editorial Revision of four persons
395 **and two alternates** ~~not members of~~ **delegates to** the General Conference, and the
396 Book Editor, who shall be an ex-officio member. They shall be entitled to
397 reimbursement of expenses for attendance at meetings of the committee. ~~Two~~
398 ~~alternates shall be appointed by the Council of Bishops.~~ The Book Editor shall
399 convene the committee for the purpose of organization. The function of this
400 committee shall be:

- 401 (a) To review all proposed legislation reported in the *Daily Christian*
402 *Advocate* ~~and that or~~ presented in special reports to the General
403 Conference. The Committee shall report to the committees concerned, or
404 to the General Conference as the situation may warrant, all contradictions,
405 duplications, and inconsistencies discovered.
- 406 (b) To assure that, when a calendar item approved on the Consent Calendar or
407 under an omnibus vote is found to be in conflict with parts of another
408 calendar item discussed and voted upon at a plenary session, the item
409 discussed and voted shall prevail.
- 410 (c) To edit the *Book of Discipline* in accordance with Section ~~XI~~ **X**.B.

411

412 **3) Courtesies and Privileges.**

413 There shall be a Committee on Courtesies and Privileges of eight members
414 composed of one delegate from each jurisdiction and one delegate from a central
415 conference from each of the continents of Africa, Asia, and Europe. The
416 committee shall be convened by a bishop for the purpose of organization. The
417 committee has the following duties and responsibilities:

418 (a) To consider **matters of privilege and if they are**, ~~as presented to it by~~
419 ~~members of the Conference, what said members regard as questions or~~
420 ~~matters of privilege, to decide whether they are such or not, and if they are~~
421 ~~regarded as being~~ such, to recommend to the Conference that they be
422 heard.

423 (b) To consider resolutions of commendation, courtesy, appreciation, etc.,
424 submitted in writing by delegates. The committee may initiate similar
425 resolutions and may edit and amend those submitted to it. Resolutions
426 approved by the committee shall be printed in the *Daily Christian*
427 *Advocate* and brought to the floor if the committee considers them of
428 unusual importance or urgency.

429 (c) To arrange for extending **appropriate** courtesies of the Conference ~~to any~~
430 ~~to whom they may be due, ecumenical representatives and official visitors~~
431 ~~excepted.~~

432 (d) To limit its report, including the statement of the chairperson and the
433 hearing of such persons as may be presented, to a maximum of ten

434 minutes in any one business day. No person or persons shall be presented
435 whose request has been denied by the Commission on the General
436 Conference, nor after the sixth day unless approved by a two-thirds vote of
437 the Conference (See Rule ~~29.3~~ **29.4**).

438

439 **4) Credentials.**

440 There shall be a Committee on Credentials of eight members, composed of one
441 delegate from each jurisdiction and one delegate selected from a central
442 conference from each of the continents of Africa, Asia, and Europe. The
443 committee shall be convened by a bishop for the purpose of organization. The
444 chairpersons of the respective annual conference delegations shall report to this
445 committee on a form provided for that purpose any change in seating of delegates,
446 indicating the length of time for which the change shall be effective. (~~See Section~~
447 ~~I.A.4.~~) The chairperson of this committee shall make a daily written report to the
448 Secretary of the General Conference, listing all changes of seating approved by
449 the committee. ~~In the event of~~ **If** questions, ~~which may~~ arise regarding the
450 eligibility of seating any delegates, this committee shall report directly to the
451 General Conference with its recommendations. (See Rule 5.)

452

453 **5) Journal.**

454 There shall be a Committee on the Journal of three ~~members~~ **delegates** to approve
455 daily the record of Proceedings of the General Conference prepared by the

456 Secretary of the General Conference and assistant(s). The committee shall be
457 convened by a bishop for the purpose of organization.

458

459 **6) Presiding Officers.**

460 There shall be a Committee on Presiding Officers of sixteen members, composed
461 of one clergy and one lay delegate from each jurisdiction, and one clergy and one
462 lay delegate from central conferences from each of the continents of Africa, Asia,
463 and Europe. The Committee shall be convened by a bishop for the purpose of
464 organization. The Committee shall select and notify the presiding officer(s) of
465 each plenary session at least 24 hours in advance, insofar as possible. The
466 Committee shall be free to select a bishop for more than one session and to
467 change the presiding officer during the session, whenever it seems advisable (See
468 Section III).

469

470 **7) Reference.**

471 There shall be a Committee on Reference of sixteen members, composed of one
472 clergy and one lay delegate from each jurisdiction, **and** one clergy and one lay
473 delegate from a central conference from each of the continents of Africa, Asia,
474 and Europe. The membership of this Committee shall include at least one
475 member from each legislative committee who will be designated as petition
476 coordinator for their legislative committee. **If possible, petition coordinators**
477 **should have served previously on a General Conference legislative**
478 **committee. These petition coordinators shall serve as advisors to the officers**

479 **of the legislative committee of which they are members.** Additional members
480 from the Committee on Reference shall assist the petition coordinator in the
481 legislative committee of which they are members. This committee shall be
482 convened, for the purpose of organization, by the Secretary of the General
483 Conference the day prior to the opening of the General Conference.

484

485 (a) After reviewing the proposed assignments by the Secretary of the General
486 Conference to committees of the petitions, resolutions, and similar
487 communications dealing with the regular business of the Conference, this
488 committee shall refer the same to the appropriate legislative committees
489 (See Section IV.D). ~~If possible, petition coordinators should have served~~
490 ~~previously on a General Conference legislative committee. These petition~~
491 ~~coordinators shall also serve as advisors to the officers of the legislative~~
492 ~~committee of which they are a member.~~ This Committee shall also be
493 responsible for reviewing the assignment, by the Secretary of the General
494 Conference, of all reports, recommendations, and resolutions from general
495 agencies, standing or special commissions and committees, and all other
496 communications which ~~shall come into~~ **are submitted to** the **Secretary of**
497 **the General Conference** ~~Secretary's hands~~ after the convening of the
498 General Conference, all of which shall be referred directly to appropriate
499 legislative committees without presentation to a plenary session of the
500 General Conference.

501 (b) The Committee on Reference may withdraw a paper that has been
502 assigned to a committee, either upon a request or upon its own motion. It
503 may also withhold from reference or publication any document it shall
504 deem improper.

505 (c) Where the Committee finds two or more substantially identical petitions, it
506 may group them under one title and number, indicating the total number of
507 petitions.

508 (d) No petitions shall be assigned by the Committee on Reference to any
509 General Conference committee unless they meet the requirements of the
510 *Book of Discipline*.

511

B. Commission on Central Conference Affairs.

(For membership, see *Book of Discipline* ¶2201.)

514 To this Commission shall be referred all petitions, resolutions, etc., relating to the
515 Central Conferences, Autonomous Methodist Churches, Affiliated Autonomous
516 Methodist Churches, Affiliated United Churches and Concordat relationships
517 (*Discipline*, ¶26-29, 428, 535-553, 2201).

Book of Discipline paragraphs

28-31Constitution: Central Conferences

428.....Conference of Methodist Bishops

540-548Central Conferences

560-567Provisional Central Conferences

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570-575Autonomous Methodist, Affiliated Autonomous
Methodist, Affiliated United, Covenanting, and
Concordat Churches
2201.....Commission on Central Conference Affairs
Organization

The Commission on Central Conference Affairs shall submit its report and any legislative proposals related to the paragraphs assigned to it directly to the General Conference. If the Commission on Central Conference Affairs has a concern for any paragraphs assigned to one of the legislative committees, the Commission shall offer its recommendation to the appropriate legislative committee for consideration and recommendation to the General Conference.

C. Legislative Committees.

The General Conference shall have the following legislative committees, which shall consider all proposals looking toward new legislation or changes in the present legislation of the Church, including all reports and recommendations from general agencies and special commissions or committees, and report recommendations relating thereto to the Conference. Any legislative committee considering legislation affecting the concerns of the Commission on Central Conference Affairs shall consult with the Commission before submitting its proposed legislation to the General Conference.

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1) Church and Society 1.

To this committee shall be referred all petitions, resolutions, etc., relating to the work and concerns of the Board of Church and Society **and the Social Principles with the exception of paragraphs 161 and 162 of the *Book of Discipline*.**

Book of Discipline paragraphs

.....Social Principles Preface

.....Social Principles Preamble

160.....The Natural World

163.....The Economic Community

164.....The Political Community

165.....The World Community

166.....Our Social Creed

~~160-166~~.....Social Principles

~~627~~**628**.....AC: Board of Church and Society

~~657~~**660**.....District Director **of Church and Society**

1001-~~1011~~**1005**.....General Board of Church and Society

~~1007-1011~~.....General Board of Church and Society

2) Church and Society 2

To this committee shall be referred all petitions, resolutions, etc., relating to paragraphs 161 and 162 of the Social Principles in the *Book of Discipline*.

***Book of Discipline* paragraphs**

161.....The Nurturing Community

569 162.....The Social Community

570

571 **3) Conferences.**

572 To this committee shall be referred all petitions, resolutions, etc., relating to the
573 composition and activities of the General, Jurisdictional, Annual, Provisional,
574 Missionary, and District Conferences, and Missions, including the Jurisdictional,
575 Annual and District Connectional Ministries or equivalent. (Legislation relative to
576 Central Conferences shall be referred to the Commission on Central Conference
577 Affairs (see *Book of Discipline* ¶ 2201).

578 *Book of Discipline* paragraphs

579 ~~78-112~~.....Constitution: Conferences

580 13-16Constitution: General Conference

581 ~~2123-2527~~.....Constitution: Jurisdictional Conferences

582 ~~3032-3436~~.....Constitution: Annual Conferences

583 ~~3537-3941~~.....Constitution: Boundaries

584 ~~4042~~.....Constitution: District Conferences

585 ~~405-407~~.....Election, Assignment of Bishops

586 501-510General Conference (including opening statement)

587 511-526Jurisdictional Conference

588 527, 529.....Jurisdictional Agencies

589 528.....Jurisdictional Coordination of Programs

590 ~~554580-557583~~.....Provisional Annual Conferences

591 ~~558585-561588~~.....Missionary Conference

615	666 669DC: Council on Youth Ministry
616	1101- 1103 1107General Board of Discipleship
617	1105-1106General Board of Discipleship
618	<u>1108.....Financial Relationship of The Upper Room to the</u>
619	<u>General Board of Discipleship</u>
620	1107 1109 - 1109 1111 ..GBOD: Education
621	1110 1112 - 1114 1116 ..GBOD: Evangelism, Worship and Stewardship
622	1115 1117 - 1119 1121 ..GBOD: Ministry of the Laity
623	1120 1122 - 1125 1127 ..GBOD: Curriculum Resources Committee
624	<u>1201-1212Division on Ministries with Young People</u>
625	1201-1205UMYO: United Methodist Youth Organization
626	1207-1209UMYO: United Methodist Youth Organization
627	
628	-4 5) Faith and Order.
629	To this committee shall be referred all petitions relating to Doctrinal Standards
630	and Our Theological Task, the Ministry of all Christians and the Meaning of
631	Ordination and Conference Membership.
632	<i>Book of Discipline</i> paragraphs
633	101-104Doctrinal Standards and Our Theological Task
634	120-124The Churches
635	125-130The Ministry of All Christians
636	131-132Servant Ministry and Servant Leadership
637	133-135Servant Ministry

638 136-137Servant Leadership

639 138.....Called to Inclusiveness

640 139-141The Fulfillment of Ministry through the United

641 Methodist Church

642 301-304The Meaning of Ordination and Conference

643 Membership

645 **5 6) Financial Administration.**

646 To this committee shall be referred all petitions, resolutions, etc., relating to the

647 work and concerns of the Council on Finance and Administration, the Board of

648 Pension and Health Benefits, and the United Methodist Publishing House. The

649 budget and recommendations prepared by the General Council on Finance and

650 Administration shall be submitted to this committee for study and review.

651 Thereafter, when the General Council on Finance and Administration presents its

652 report to the General Conference for action, the committee shall present its

653 recommendations and may propose amendments.

654 *Book of Discipline* paragraphs

655 ~~67~~.....Constitution: Title to Properties

656 ~~2022~~.....Constitution: Restrictive Rule

657 ~~608~~610-~~617~~618AC: Council on Finance and Administration

658 ~~618~~619-~~626~~627AC: Clergy Support

659 ~~635~~637.....Episcopal Residence

660 ~~636~~638.....AC: Board of Pensions

661 ~~637~~**639**.....AC: Board of Trustees

662 ~~648~~**651**.....AC: Joint Committee on Incapacity

663 ~~807~~**801**-~~809~~**819**.....General Council on Finance and Administration

664 ~~810-813~~.....GCFA: ~~General Funds~~

665 ~~816~~**822**.....GCFA: Special Days Offerings

666 ~~817-820~~.....GCFA: ~~General Funds~~

667 ~~821-830~~.....GCFA: ~~Episcopal Fund~~

668 ~~1501-~~**1505**.....General Board of Pension and Health Benefits

669 ~~1503-1505~~.....~~General Board of Pension and Health Benefits~~

670 1506-1509GBOPHB: Annual Conference Pension Administration

671 ~~1601-~~**1642**.....The United Methodist Publishing House

672 ~~1603-1642~~.....~~The United Methodist Publishing House~~

673 2501-2523Church Property

674 2552.....Trustees of Church Institutions

675

676 **67) General Administration**

677 To this committee shall be referred all petitions, resolutions, etc., relating to the

678 work and concerns of the Connectional Table. ~~General Council on Ministries,~~

679 ~~including the Advance and proposals relating to “Living Into the Future.”~~ The

680 report of the Connectional Table ~~General Council on Ministries~~ shall be

681 submitted to this committee for study and review. Thereafter, when the

682 Connectional Table ~~General Council on Ministries~~ presents its report to the

683 General Conference for action, the committee shall present its recommendations
684 and may propose amendments.

685 *Book of Discipline* paragraphs

686 1-4Constitution: General (including Preamble)

687 ~~1617-1719, 1921~~Constitution: Restrictive Rules

688 ~~5759-5961~~Constitution: Amendments

689 ~~262~~263-~~265~~266Local Church Special Sundays

690 ~~652~~.....AC: ~~Committee on Criminal Justice and Mercy~~

691 **Ministries**

692 701-724Administrative Order General Provisions

693 ~~801-806~~~~General Council on Finance and Administration~~

694 ~~Organization and Fiscal Responsibilities~~

695 ~~814-815~~~~The Advance~~

696 ~~901-907~~~~General Council on Ministries~~ **Connectional Table**

697 ~~1006~~.....~~General Board of Church and Society Organization~~

698 ~~1104~~.....~~General Board of Discipleship Organization~~

699 ~~1206~~.....~~United Methodist Youth Organization~~

700 ~~1308~~.....~~General Board of Global Ministries Organization~~

701 ~~1311~~.....~~General Board of Global Ministries Membership~~

702 ~~1407~~.....~~General Board of Higher Education and Ministry~~

703 ~~Organization~~

704 ~~1502~~.....~~General Board of Pension and Health Benefits~~

705 ~~Organization~~

706	1602.....	United Methodist Publishing House Organization
707	1704.....	General Commission on Archives and History
708		Organization
709	1807.....	General Commission on Communication Organization
710	1906.....	General Commission on Christian Unity and
711		Interreligious Concerns Organization
712	2003.....	General Commission on Religion and Race
713		Organization
714	2104.....	General Commission on the Status and Role of Women
715		Organization
716	2201.....	Commission on Central Conference Affairs
717		Organization
718	2303.....	General Commission on United Methodist Men
719		Organization
720	<u>2406.....</u>	<u>JUSTPEACE</u>

721

722 **78) Global Ministries.**

723 To this committee shall be referred all petitions, resolutions, etc., relating to the
724 work and concerns of the Boards of Global Ministries.

725 *Book of Discipline* paragraphs

726 ~~533~~**534**.....JC: United Methodist Women

727 ~~630~~**632**.....AC: Board of Global Ministries

728 ~~644~~**646**.....AC: United Methodist Women

729 ~~650~~**653**.....AC: Committee on Native American Ministry
 730 ~~651~~**654**.....AC: Advance Program
 731 **655**.....AC: Committee on Criminal Justice and Mercy

732 **Ministries**

733 ~~664~~**667**.....DC: United Methodist Women

734 **820-821****The Advance**

735 1301-1307**1311**General Board of Global Ministries

736 ~~1309-1310~~~~General Board of Global Ministries~~

737 1312.....GBGM: Mission Program Areas

738 1313-1316GBGM: Office of Deaconess

739 1317-1325GBGM: Women’s Division

740 1326.....GBGM: Health and Relief

741

742 ~~**8) Higher Education and Ministry.**~~

743 ~~To this committee shall be referred all petitions, resolutions, etc., relating to the~~
 744 ~~work and concerns of Ordained Ministries and Superintendency, Higher~~
 745 ~~Education, Schools of Theology, and the Division of Chaplaincy and Related~~
 746 ~~Ministries.~~

747 ~~*Discipline* paragraphs~~

748 ~~18~~.....Constitution: Restrictive Rule

749 ~~43-52~~.....Constitution: Episcopal Supervision

750 ~~305-366~~.....Ordained Ministry

751 ~~401-404~~.....Superintendency

752 408-416Superintendency: Bishops

753 417-425Superintendency: District Superintendent

754 426-427, 429Expressions of Superintendency

755 430-435Appointment Making

756 532.....JC: Committee on Ordained Ministries

757 631.....AC: Board of Higher Education and Campus Ministry

758 632.....AC: Board of Ordained Ministry

759 634.....AC: Committee on Episcopacy

760 660.....DC: Committee on Ordained Ministry

761 663.....DC: Committee on District Superintendency

762 1401-1406General Board of Higher Education and Ministry

763 1408-1409General Board of Higher Education and Ministry

764 1410-1424GBHEM: Division of Higher Education

765 1425-1426GBHEM: Schools of Theology

766

767 **9) Independent Commissions.**

768 To this committee shall be referred all petitions, resolutions, etc., relating to

769 commissions, and ecumenical concerns. This shall include Archives and History,

770 Christian Unity and Interreligious Concerns, Communications, Religion and

771 Race, Status and Role of Women, United Methodist Men, and membership or

772 relationship to the World Methodist Council, Councils and Consultations of

773 Churches, and the American Bible Society.

774 *Book of Discipline* paragraphs

775	<u>5</u> Constitution: Racial Justice
776	56Constitution: Ecumenical Relations
777	530.....JC: Commission on Archives and History
778	534 <u>535</u>JC: Committee on United Methodist Men
779	<u>608</u> AC: Director of Communications
780	<u>631</u> AC: Committee on Ethnic Local Church Concerns
781	638 <u>640</u>AC: Commission on Archives and History
782	639 <u>641</u>AC: Commission on Christian Unity and Interreligious
783	Concerns
784	640 <u>642</u>AC: Commission on Religion and Race
785	641 <u>643</u>AC: Commission on Status and Role of Women
786	642 <u>644</u>AC: Commission on Small Membership Church
787	643 <u>645</u>AC: Commission on Communications
788	645 <u>647</u>AC: United Methodist Men
789	658 <u>661</u>DC: Director Ethnic Local Church Concerns
790	659 <u>662</u>DC: Director Religion and Race
791	665 <u>668</u>DC: United Methodist Men
792	1701-1703 <u>1712</u>General Commission on Archives and History
793	1705-1712 General Commission on Archives and History
794	1801-1806 <u>1808</u>General Commission on Communications
795	1808-1809 General Commission on Communications
796	1901-1905 <u>1906</u>General Commission on Christian Unity and
797	Interreligious Concerns

798 2001-~~2002~~**2008**General Commission on Religion and Race

799 ~~2004-2008~~~~General Commission on Religion and Race~~

800 2101-~~2103~~**2109**General Commission on Status and Role of Women

801 ~~2105-2109~~~~General Commission on Status and Role of Women~~

802 2301-~~2303~~**2303**General Commission on United Methodist Men

803 2401-2405Ecumenical Organizations

804

805 **10) Judicial Administration**

806 To this Committee shall be referred all petitions, resolutions, etc. relating to the

807 Judiciary, the Judicial Civil Administration review committee, and investigations,

808 trials, and appeals.

809 *Book of Discipline* paragraphs

810 ~~5355-5658~~Constitution: The Judiciary

811 ~~633~~**635**AC: Administrative Review Committee

812 2601-2612Judicial Council

813 2701-2719Investigations, Trials and Appeals

814

815 **11) Local Church.**

816 To this committee shall be referred all petitions, resolutions, etc., relating to the

817 organization of the local church and its membership, programs, boards, councils,

818 commissions, committees, etc., or relating to local church property.

819 *Book of Discipline* paragraphs

820 41**43**-42**44**Constitution: Charge Conferences

821 201-213Local Church

822 214-241242LC: Church Membership

823 242243-258259LC: Organization and Administration

824 259260-261262LC: General

825 2524-25522551LC: Property

826

827 **12) Ministry and Higher Education.**

828 **To this committee shall be referred all petitions, resolutions, etc., relating to**

829 **the work and concerns of Ordained Ministries, Higher Education, Schools of**

830 **Theology, and the Division of Chaplaincy and Related Ministries.**

831 **Book of Discipline paragraphs**

832 **20.....Constitution: Restrictive Rule**

833 **272.....Certified Lay Minister**

834 **305-369Ordained Ministry**

835 **533.....JC: Committee on Ordained Ministries**

836 **633.....AC: Board of Higher Education and Campus**

837 **Ministry**

838 **634.....AC: Board of Ordained Ministry**

839 **663.....DC: Committee on Ordained Ministry**

840 **1401-1409General Board of Higher Education and Ministry**

841 **1410-1421GBHEM: Division of Higher Education**

842 **1422-1423GBHEM: Schools of Theology**

843

844 **13) Superintendency.**
845 **To this committee shall be referred all petitions, resolutions, etc., relating to**
846 **the work and concerns of Superintendency.**

847 **Book of Discipline paragraphs**

- 848 **45-54Constitution: Episcopal Supervision**
- 849 **401-404Superintendency**
- 850 **405-416Superintendency: Bishops**
- 851 **417-425Superintendency: District Superintendent**
- 852 **426-427, 429Expressions of Superintendency**
- 853 **430-435Appointment-Making**
- 854 **636.....AC: Committee on Episcopacy**
- 855 **666.....DC: Committee on District Superintendency**

856

857 **D. Membership of Legislative Committees.**

858 1) Each delegate ~~shall serve~~s as a member of one of the legislative committees
859 numbered one to ~~eleven~~ **thirteen**. Within the annual conference delegation,
860 each member **delegate** shall choose from the legislative committees, one to
861 ~~eleven~~ **thirteen**, the committee on which to serve, the choice being made in
862 order of election.

863

864 Beginning with 2004, the clergy first elected, shall be entitled to the first
865 choice, the lay delegate first elected, the second choice, and thus the right of
866 choice shall continue to alternate between clergy and lay delegates in the order

867 of their election. For subsequent General Conferences, first choice shall
868 alternate between the lay and clergy delegates, provided two members of a
869 delegation may not serve on any one of the above-designated legislative
870 committees one to ~~eleven~~ **thirteen** unless the said delegation is represented on
871 each of them.

872
873 All delegations composed of ~~12~~**14** or more ~~members~~ **delegates** shall assign all
874 ~~members~~ **delegates** in excess of ~~11~~**13** according to this same principle of
875 distribution. (For example, a conference with 16 delegates shall have two
876 ~~members~~ **delegates** on each of any ~~five~~ **three** of these ~~11~~**13** committees and
877 one on each of the remaining ~~six~~**10**. Similarly, a conference with ~~26~~**28**
878 delegates shall have three ~~members~~ **delegates** on each of ~~four~~**two** committees
879 and two on each of the remaining ~~seven~~**11**. Each delegate may, in the order
880 herein indicated, select any one of these ~~11~~**13** committees, provided the
881 foregoing division of the delegates among the committees is maintained.)
882 Whenever a delegation has more than one ~~member~~ **delegate** on a legislative
883 committee, its ~~members~~ **delegates** shall be divided as equally as possible
884 between lay and clergy. Thus, if there are three ~~members~~ **delegates** on a
885 committee, they shall be two clergy and one lay or vice versa.

886
887 2) If a matter is under consideration in any legislative committee which in the
888 judgment of any annual conference delegation vitally affects the interests of
889 its constituency, and if the said annual conference is not represented in the

890 membership of said committee, then the delegation may choose one of its
891 ~~members~~ **delegates** to represent its annual conference in the committee when
892 the **aforementioned** matter judged to be vital to the interests of this
893 ~~constituency~~ is under consideration. ~~Such a person~~ **This delegate** shall be
894 entitled to sit with the committee while this particular matter is being
895 considered and shall **have voice** ~~be entitled to the floor, subject to such~~
896 ~~limitations as are imposed on the regular members of the committee, but shall~~
897 ~~not be entitled to vote~~ (See Section ~~VIII.E.3.(e)~~ **VII.E.3.(f)**).

898

899 3) Each person seated in the General Conference with **voice** ~~the right to speak~~
900 but not vote may submit to the Secretary of the General Conference a choice
901 of a legislative committee and shall have the same right in that committee to
902 speak **voice** but not to vote.

903

904 **E. Meetings of Committees.**

905 1) Organization **and Quorum** of Committees. All legislative and administrative
906 committees shall meet for organization at ~~a~~ such time as **determined by the**
907 Commission on the General Conference ~~shall determine~~. A majority of the
908 members shall constitute a quorum for the transaction of business in all
909 committees.

910

911 **Consistent with the spirit of ¶721 in the Book of Discipline, meetings of**
912 **General Conference committees and subcommittees shall be open.**

913

914 2) Administrative Committees.

915 (a) A bishop appointed by the Committee on Presiding Officers and an
916 organizing secretary appointed by the Secretary of the General Conference
917 shall serve, respectively as chairperson and secretary to effect an
918 organization in each of the ~~several~~ administrative committees, except
919 where other provision is specified.

920 (b) The election of chairperson, vice-chairperson and secretary of each
921 administrative committee shall be by ballot.

922 3) Legislative Committees. All legislative committees shall meet for
923 organization at such time as the Commission on the General Conference shall
924 determine. A bishop appointed by the Council of Bishops and an ~~assistant~~
925 **organizing** secretary appointed by the Secretary of the General Conference
926 shall serve, respectively, as chairperson and secretary to effect an organization
927 in each of the several committees. The first meeting of the legislative
928 committees shall be held as soon as possible following the first plenary
929 session of the General Conference. The orientation of the committee,
930 followed by the election of officers, shall be the order of business of the first
931 meeting of the committee.

932 (a) **Election of Officers.** The election of chairperson, vice-chairperson, and
933 secretary of each committee, shall be by ballot, with due consideration for
934 **inclusiveness that reflects the global nature of the church, including**

935 gender, age, ethnicity, geography, **young people**, clergy, and lay, ~~young~~
936 ~~adults inclusiveness that reflects the global nature of the church.~~

937 (b) Training. The Secretary of the General Conference shall be responsible
938 for ~~arranging for a training session for~~ all chairpersons, vice-chairpersons,
939 and secretaries of legislative committees ~~as soon as possible after the~~
940 ~~election of officers.~~ The training shall include instruction in their duties,
941 all procedures in the handling of petitions, the times of the daily deadline
942 for publishing reports, and other information to expedite the work of the
943 committees. The Commission on the General Conference shall arrange
944 for a time and place for such a training session.

945 (c) **Parliamentarians. Each legislative committee shall be assigned a**
946 **parliamentarian by the Secretary of the General Conference. Retired**
947 **Bishops nominated by the Council of Bishops shall be included in the**
948 **pool of parliamentarians. It shall be the responsibility of the business**
949 **manager of the General Conference to develop a pool of other people**
950 **not currently delegates to serve as parliamentarians. It is preferred**
951 **that these persons be members of The United Methodist Church and**
952 **have training in parliamentary procedure. The retired bishops shall**
953 **be given priority in being assigned to legislative committees. At the**
954 **invitation of the presiding officer, the parliamentarian advises on**
955 **matters of parliamentary procedure.**

956 (d) Regular Meetings. The legislative committees 1 to ~~H~~**13** inclusive shall
957 meet for business as scheduled by the Agenda and Calendar Committee

958 unless otherwise ordered by the Conference, until their work is completed,
959 and at such other times as the committees may determine.

960 **(e) Sub-Committees. Legislative committees may divide into sub-**
961 **committees as needed to facilitate their work. Sub-committee chairs**
962 **shall be elected by ballot by the legislative committee plenary with due**
963 **consideration to gender, age, ethnicity, geography, clergy and lay, and**
964 **young adults.**

965 **(f) Voting Area.** Each legislative committee shall establish an area in which
966 only voting committee members **and their properly credentialed**
967 **assistant or translator** will be seated. **The Business Manager of the**
968 **General Conference may provide four designated chairs for the**
969 **monitors from the General Commission on Religion and Race and the**
970 **General Commission on the Status and Role of Women. An area shall**
971 **also be established for those present with voice but not vote.** (See
972 Section VIII **VII.D.2.**) Staff, resource persons, and visitors may speak
973 only when authorized, in each instance by specific committee action.

974 **(g) Priorities. Whenever possible, Legislative committees are urged to**
975 **shall give first priority to legislation with financial implications.**
976 **Reports on such matters must be submitted prior to 5 p.m. on**
977 **Monday of the second week to allow printing in the Tuesday edition of**
978 **the Daily Christian Advocate.** ~~significant and controversial legislation so~~
979 ~~that their reports on such matters may be printed as soon as possible in the~~
980 ~~*Daily Christian Advocate* and considered by the General Conference.~~

981 (h) Minority Reports. Minority reports allow for the expression of differing
982 views held by a significant portion of a legislative committee and may
983 be offered in accordance with Rules 27, 34, and 35. ~~should be~~
984 ~~encouraged so that differing views held by a significant portion of the~~
985 ~~committee may be carefully prepared and expressed and the issues clearly~~
986 ~~defined for decision by the General Conference. Adequate time should be~~
987 ~~given for the minority to prepare its report and the majority and minority~~
988 ~~reports shall be printed together in the *Daily Christian Advocate* (See~~
989 ~~Rules 27, 35, and 36).~~

990 **F. Function and Authority of Committees.**

991 1) The administrative committees, without specific instruction or direction from
992 the Conference, shall assume responsibility for considering and reporting to
993 the Conference upon all matters that fall within their respective
994 responsibilities (~~VIII~~ VII.A).

995 2) The legislative committees ~~may not originate business, but~~ shall consider and
996 report ~~only~~ upon that which is referred to them by the Committee on
997 Reference or which has been referred to them directly by the Conference ~~and~~
998 ~~processed by the Committee on Reference~~ (See Rule 33).

999

1000 **IX VIII. Proposal Involving Expenditure of Unbudgeted Funds**

1001

1002 A. Any action proposed to the General Conference plenary to establish an interim or
1003 continuing board, commission, committee, or task force shall be referred to the

1004 General Council on Finance and Administration **and the Connectional Table** or
1005 ~~its~~ **their** executive committee **or their expenditure review group** for a report and
1006 recommendation before final action is taken.

1007 The General Council on Finance and Administration **and the Connectional**
1008 **Table** or ~~its~~ **their** executive committees **or their expenditure review group** shall
1009 provide the General Conference with the following before action is taken:

- 1010 1) an estimated budget for the proposed board, commission, committee or task
1011 force for the next quadrennium; and
- 1012 2) a statement explaining how the creation of the proposed board, commission,
1013 committee, or task force will affect the budget or budgets for existing boards,
1014 commissions, committees and task forces already presented by the General
1015 Council on Finance and Administration.

1016

1017 B. Any action proposed to the General Conference plenary that involves the
1018 expenditure of funds ~~not included in the established budget~~ shall be referred to the
1019 General Council on Finance and Administration **and the Connectional Table or**
1020 **their executive committees or their expenditure review group** for advice and
1021 recommendation before final action is taken.

1022

1023 C. Any proposal falling under the provisions of this section shall be referred to the
1024 General Council on Finance and Administration **and the Connectional Table or**
1025 **their executive committees or their expenditure review group** at least **seventy-**
1026 **two** ~~forty-eight~~ hours prior to the scheduled adjournment of the General Conference.

1027

1028

IX. Delegates' Expenses Accounts

1029

1030

A. **Full travel expenses and per diem shall be paid for the number of allotted voting**

1031

delegates from each conference according to the report of the chairperson of

1032

each annual conference delegation. ~~The report of the chairperson of the respective~~

1033

~~annual conference delegations shall be the basis for settlement with principal and~~

1034

~~reserve delegates for their per diem allowances. The total traveling expense including~~

1035

~~per diem shall be payable to the principal delegate if present and seated. If during~~

1036

the conference, a reserve delegate is seated for a principal delegate for one or more

1037

full days, the principal delegate shall adjust the per diem with such reserve based on

1038

the time served by each.

1039

1040

~~B. Full travel expenses and per diem shall be paid for the number of allotted voting~~

1041

~~delegates from each conference.~~

1042

1043

BC. Air travel expense shall be ~~on the basis of~~ **by** the most economical round-trip

1044

~~tourist/coach~~ airfare directly to and from the seat **site** of the General Conference.

1045

Special excursion and promotional fares shall be utilized whenever possible.

1046

Additional expenses may be allowed delegates from conferences outside the United

1047

States for arrival and departure not to exceed two days before or after General

1048

Conference. The per diem expense allowance for all such days before and after

1049

General Conference shall be at the same rate as granted delegates during General

1050 Conference. Exceptions to these limitations must be approved by the Business
1051 Manager of the General Conference.

1052

1053 CD. When one or more delegates come in the same automobile, the owner will be
1054 reimbursed for the actual cost of travel (parking, en route mileage and tolls, en
1055 route meals and lodging). Mileage shall be reimbursed at the business rate
1056 established by the IRS and will be measured from point of origin to the site of
1057 General Conference and return. Meals and lodging shall be reimbursed up to
1058 the established General Conference per diem. When the round trip exceeds
1059 1,000 miles for any one round trip, the cost of transportation shall be paid either
1060 on the actual costs as defined above or at the most economical airfare available
1061 plus airport-related ground transportation cost, whichever is less. ~~allowed the~~
1062 ~~established rate per mile plus the cost of room and meals en route up to the~~
1063 ~~established General Conference per diem rate.~~ Passengers who are the principal
1064 voting delegates to the General Conference shall submit only the cost of room and
1065 meals en route up to the established General Conference per diem rate. ~~Maximum~~
1066 ~~use of automobiles for travel may not exceed 1,000 miles round trip, for~~
1067 ~~reimbursement purposes. If automobile travel exceeds 1000 miles round trip,~~
1068 ~~reimbursement will be based upon the most economical round trip tourist/coach~~
1069 ~~airfare, or the mileage reimbursement, whichever is less. In all cases, delegates shall~~
1070 ~~report only the actual cost of travel.~~

1071

1072 **DE.** For the dates General Conference is in session, no General Conference delegate
1073 shall receive expense money from the general Church or any of its boards and
1074 agencies other than approved per diem and travel expenses available to all delegates.
1075 This provision is not to restrict official assistance to delegates from their own annual
1076 conferences.

1077

1078 **XI X. Material to be Included in the *Book of Discipline***

1079

1080 A. Non-legislative material shall be referred to the Committee on Correlation and
1081 Editorial Revision for consideration and recommendation to the General Conference
1082 for further consideration and final action before being printed in the *Book of*
1083 *Discipline*.

1084

1085 B. The Book Editor, the Secretary of the General Conference, the Publisher of The
1086 United Methodist Church, and the Committee on Correlation and Editorial Revision
1087 shall be charged with editing the *Book of Discipline*. **Any Disciplinary**
1088 **amendments that are not dependent on Constitutional amendments for their**
1089 **effective date will be incorporated in the appropriate paragraphs of the *Book of***
1090 ***Discipline* in the order of their adoption.**

1091

1092 **The** ~~These~~ editors, in the exercise of their judgment, shall have the authority to make
1093 changes in ~~phraseology~~ **wording** as may be necessary to harmonize legislation
1094 without changing its substance. The editors, in consultation with the Judicial

1095 Council, shall also have authority to delete provisions of the *Book of Discipline* that
1096 have been ruled unconstitutional by the Judicial Council. Any challenge of a
1097 decision made by the Committee on Correlation and Editorial Revision shall be in
1098 writing. If the matter should go to the Judicial Council, the appealing party shall
1099 give notice thereof to the Committee. Any established errata in the *Book of*
1100 *Discipline* shall be forwarded by the United Methodist Publishing House to the
1101 Council of Bishops, the Secretary of the General Conference, Annual Conference
1102 Secretaries, and Annual Conference Directors of Connectional Ministries.

1103
1104 **Constitutional amendments certified in accordance with ¶59 and enabling**
1105 **legislation adopted in anticipation of the Constitutional amendments shall be**
1106 **published by the Book Editor on the United Methodist Publishing House**
1107 **website following certification. They shall be printed in the subsequent *Book of***
1108 ***Discipline*. The Constitutional amendments take effect at the time of**
1109 **certification. The enabling legislation will be effective on January 1, of the year**
1110 **following the certification of the constitutional amendments and will be given**
1111 **effect as if it had been adopted after all other disciplinary changes affecting a**
1112 **particular paragraph.**

1113

1114 **XII XI. Distribution to the Desks of Delegates**

1115 After the first day, only the *Daily Christian Advocate* shall be placed on the desks of the
1116 delegates, with additional copies for the first clergy and first lay reserve delegate from each
1117 delegation.

1118

1119

~~XIII~~ XII. Distribution of Unofficial Material

1120

Daily, periodic, or regular newsletters, or any special interest material published at General

1121

Conference by United Methodist boards, agencies, and related United Methodist groups may

1122

be distributed under the following conditions:

1123

1124

A. Two copies of each publication shall be deposited in the office of the Commission on

1125

the General Conference in advance of the time of distribution.

1126

1127

B. Material distributed should be used for information relative to matters that have been

1128

before or are coming before the General Conference and not for soliciting

1129

membership in an organization.

1130

1131

C. Distribution method shall be at least 30 feet outside any entrance door to the plenary

1132

or committee meeting room.

1133

1134

D. Distribution shall be done by representatives of the publishing groups. Distributors

1135

shall be in the smallest number capable of effecting adequate distribution to those

1136

entering. During distribution, it is the responsibility of the distributors not to impede

1137

or interfere with the entrance or exit of persons or to hamper the general flow of

1138

pedestrian traffic.

1139

1140

E. Distributors are responsible for the disposal of unused or unclaimed materials.

1141

1142 F. Distributors violating these regulations will be prohibited from future
1143 distributions.

1144

1145 **~~XIV~~ XIII. Reports to be Mailed Before General Conference**

1146 The reports, recommendations, and resolutions requiring action by the General
1147 Conference, as well as petitions submitted in accordance with the *Book of Discipline*
1148 ¶507.7, shall first be assigned a Petition Number by the Secretary of the General
1149 Conference or the Petitions Secretary and then shall be printed in an Advance Edition of
1150 the *Daily Christian Advocate* and distributed to all delegates and to the first clergy and
1151 first lay reserve delegates at least ninety days prior to the opening of the General
1152 Conference. ~~If necessary to meet this deadline, material to delegates from central~~
1153 ~~conferences shall be sent by airmail.~~ Such reports shall be printed in the same size and
1154 style as the *Daily Christian Advocate* and be punched for binding. In order to accomplish
1155 this, the finished copy of all such reports and recommendations shall be submitted to the
1156 editor of the *Daily Christian Advocate* at least ~~150~~ **180** days prior to the opening of the
1157 General Conference. ~~Any such r~~**R**eports and recommendations ~~not so submitted and~~ not
1158 printed in an Advance Edition of the *Daily Christian Advocate* shall ~~shall~~ **may** be received by
1159 the General Conference only upon three-fourths vote of the General Conference. The
1160 General Council on Finance and Administration shall be exempt from this requirement to
1161 the extent necessary to allow inclusion of general funds receipts information for the first
1162 three years of the quadrennium. The General Council on Finance and Administration

1163 will provide data including the third year of the quadrennium and other appropriate
1164 information to delegates prior to the convening of the General Conference.

1165

1166

RULES OF ORDER

1167

1168

I. Daily Schedule

1169

Rule 1. Hours of Meetings

1170 The following shall be the daily order for the General Conference, Sundays excepted:

1172 (1) 8:00 a.m. Choral music

1173 (2) 8:15 a.m. to 9:00 a.m. Devotional service under the direction of the Council of

1174 Bishops

1175 (3) 9:00 a.m. to 12:30 p.m. Conference business or committee meetings

1176 (4) 2:30 p.m. to 5:00 p.m. Conference business or committee meetings

1177 (5) 7:30 p.m. Evening programs as planned by the Commission on the General

1178 Conference, Conference business or committee meetings

1179 (6) Recess may be called during any plenary session at a time deemed appropriate by

1180 the ~~bishop~~ presiding **officer**.

1181

Rule 2. Order of Business

1183 After the devotional service, the daily sessions of the Conference shall be conducted as

1184 follows:

1185 (1) Reports of administrative and special committees

- 1186 (2) Agenda and calendar items
1187 (3) Consent calendar (See Rule 31.5)
1188 (4) Miscellaneous business
1189

1190 II. Presiding Officers

1191

1192 *Rule 3. Authority of the ~~Chairperson~~ Presiding Officer*

- 1193 (1) ~~The bishop presiding shall be the chairperson of the General Conference session.~~
1194 ~~(2)~~ The bishop presiding **officer of their respective body (plenary, administrative**
1195 **committees, legislative committees, and sub-committees)** shall decide points of
1196 order raised by the delegates and shall rule on points of order not raised by
1197 delegates, as the ~~chair~~ **presiding officer** deems necessary to conform to these
1198 rules of order, subject in both cases to an appeal to the Conference **body** by any
1199 delegate without debate, except that the ~~chairperson~~ **presiding officer** and the
1200 appellant, in the order here named, shall each have three minutes for a statement
1201 in support of their respective positions. A tie vote in the case of appeal shall
1202 sustain the ~~chair~~ **presiding officer**. (See Rule 29.2) Any delegate who raises a
1203 point of order shall cite the rule believed to have been violated.
- 1204 ~~(3)~~ **2** At the discretion of the ~~bishop~~ presiding **officer**, a time for prayerful
1205 discernment may be taken during deliberation. Such a time should be for personal
1206 meditation or for group prayer and shall end at the call of the ~~bishop~~ presiding
1207 **officer**, at which time normal deliberation shall be resumed.

1208 (4 ~~3~~) The ~~bishop~~ presiding **officer** shall have the right to recess a session of the
1209 General Conference **body** at any time at the chair's **presiding officer's** discretion
1210 and to reconvene at such time as the chair **presiding officer** shall announce.
1211 **Consistent with the spirit of ¶721 of the Book of Discipline, in rare**
1212 **circumstances the** ~~The bishop~~ presiding **officer** shall also have the right to
1213 stipulate that the session shall reconvene **in closed session** with only delegates,
1214 authorized personnel, and authorized guests permitted to attend such a session
1215 following recess. **(See Section VII. E.1.)**
1216

1217 *Rule 4. Calling the Conference to Order*

1218 When the ~~bishop~~ presiding **officer** calls the Conference **body** to order, no ~~member~~
1219 **delegate** shall speak, address the chair, or stand.
1220

1221 **III. Rights and Duties of ~~Members~~ Delegates**

1222
1223 *Rule 5. Attendance and Seating Reserves*

1224 **The chairperson of each delegation shall be provided with a form on which to report**
1225 **daily the attendance of its delegates. Any reserve seated in the place of a regular**
1226 **delegate shall have been duly elected as a reserve delegate by the Annual**
1227 **Conference and shall meet the requirements set forth in the *Book of Discipline* ¶34-**
1228 **36. Delegates, including reserves when the latter are substituted for a delegate or**
1229 **delegates, shall be seated in the order of their election, except when a reserve is**
1230 **seated temporarily or in case of special need as determined by the delegation. The**

1231 **reserve shall occupy the seat of the delegate for whom the substitution is made. All**
1232 **delegates arriving after the opening roll call shall be reported by the chairperson of**
1233 **the delegation to the Committee on Credentials (See section VII.A.4. See also *Book***
1234 **of Discipline ¶506 defining a Quorum.)** No delegate, unless hindered by sickness or
1235 other emergency, shall be absent from the sessions of the Conference without permission
1236 of the Conference. All absences shall be reported by the chairpersons of the ~~several~~
1237 ~~annual conference~~ delegations to the Committee on Credentials on a form provided for
1238 this purpose. **Reserve delegates are to function within the Rules of Procedure of the**
1239 **General Conference. (See Rules 27 and 31)** A reserve delegate may be seated upon
1240 authority of the chairperson of the delegation who shall report the substitution in writing
1241 to the Committee on Credentials on a form provided for this purpose. Reserves are
1242 chosen to be seated:

1243 (1) by reason of being of the same order as the absent ~~member~~ **delegate**,

1244 (2) in order of their election as reserve delegates.

1245 If the Committee disapproves the substitution, after consultation with the chairperson of
1246 the delegation, it may report its recommendation to the General Conference. The
1247 chairperson of the Committee on Credentials shall make a daily written report to the
1248 Secretary of the General Conference, listing all changes of seating (See ~~Plan of~~
1249 ~~Organization~~ **Section IA.4 and VII VII.A.4)**. **Reserves shall not be seated for**
1250 **delegates presenting on the platform.**

1251

1252 *Rule 6. Voting When On The Platform*

1253 ~~Electronic voting devices shall be available on the platform for delegates making a~~
1254 ~~presentation to the Conference. Reserves shall not be seated for such delegates.~~

1255

1256 *Rule ~~76~~. Directions for Securing the Plenary Floor*

1257 A delegate desiring to speak to the Conference shall **move to the nearest microphone**
1258 **and** hold up the appropriate placard **to be** provided for that purpose. ~~A delegate shall not~~
1259 ~~move to the microphone until~~ recognized by the bishop presiding. Unless raising a point
1260 of order or parliamentary inquiry, the delegate shall not speak until given the floor. The
1261 bishop presiding shall consider the various sections of the auditorium in rotation. The
1262 delegate recognized shall proceed to the nearest microphone and shall first announce her
1263 or his name and the name of the conference represented, which in turn the bishop
1264 presiding shall then announce to the Conference. **A delegate recognized by the**
1265 **presiding bishop may not yield the floor to another delegate.**

1266

1267 *Rule ~~87~~. Plenary Speakers For and Against*

1268 (1) When the report of a committee is under consideration, it shall be the duty of the
1269 bishop presiding to ascertain, when recognizing a ~~member of~~ **delegate to**
1270 Conference, on which side the ~~member~~ **delegate** proposes to speak; the ~~chair~~
1271 **bishop presiding** shall not assign the floor to any ~~member~~ **delegate** proposing to
1272 speak on the same side of the pending question as the speaker immediately
1273 preceding if any ~~member~~ **delegate** desires to speak on the other side ~~thereof~~.

1274 (2) Except for non-debatable motions (Rule ~~20~~ **21**), no report shall be adopted or
1275 question relating to the same decided without opportunity having been given for
1276 at least two speeches for and two against the said proposal.

1277 **(3) The motion to call for the previous question, which is itself non-debatable, is**
1278 **not in order until there have been at least two speeches for and two against**
1279 **the proposal. Any delegate who moves the previous question (that is, that the**
1280 **vote be now taken on the motion or motions pending) shall also indicate to**
1281 **what it is intended to apply, if any secondary motion or motions are also**
1282 **pending. If said delegate does not so indicate, it shall be regarded as**
1283 **applying only to the immediately pending question. This motion shall be**
1284 **taken without debate and shall require a two-thirds vote of those present and**
1285 **voting for its adoption. If it is adopted, the vote shall be taken on the motion**
1286 **or motions to which it applies without further debate (See Rule 21).** After
1287 three speeches for and three against and provided no secondary motions come
1288 before the floor, the questions shall be put automatically. However, the vice
1289 chairperson and/or duly authorized ~~member or members~~ **delegate or delegates**
1290 presenting the committee's report, (and **if there is a** the minority report, **the**
1291 **presenter** ~~chairperson or representative, if there be one~~) shall be entitled to speak
1292 before the vote is taken (See Rule 27). **These speeches shall be limited to three**
1293 **(3) minutes (See Rule 9).**

1294 ~~(3) The right of the chairperson and/or other member or members to close the debate~~
1295 ~~shall prevail in like manner to a limit of three minutes when a vote is about to be~~
1296 ~~taken on a motion to amend, to substitute, to postpone, to refer, or to lay on the~~

1297 ~~table or any other motion whose adoption would vitally affect the report under~~
1298 ~~consideration. (See Rules 10, 28)~~

1299

1300 *Rule ~~98~~. Interrupting the Speaker*

1301 No delegate who has the floor may be interrupted except for a point of order, a
1302 parliamentary inquiry, a point of information, to challenge a misrepresentation, or to call
1303 attention that the time has arrived for an special order of the day.

1304

1305 *Rule ~~109~~. Speaking More Than Once; Length of Speech*

1306 (1) No delegate shall speak a second time on the same question if any delegate who
1307 has not previously spoken on the question desires the floor.

1308 (2) No delegate shall speak more than twice on the same subject under the same
1309 motion, except as provided in Rule ~~8.2~~ 7.2

1310 (3) No delegate shall speak longer than three minutes unless that time is extended by
1311 the Conference body (See Rule ~~8.3~~ 7.3).

1312 (4) The three-minute limit on delegate speeches may be amended by a majority vote
1313 of the Conference body at any time and for any period of duration.

1314

1315 *Rule ~~11~~ 10. Point of Order*

1316 A delegate wishing to raise a point of order shall address the ~~bishop~~ presiding officer and
1317 say, "I rise to a point of order." The ~~bishop~~ presiding officer shall interrupt the
1318 proceeding. If a delegate is speaking, that one shall immediately yield the floor. The
1319 ~~bishop~~ presiding officer shall then direct the delegate raising the point of order to state

1320 the point as briefly and concisely as possible, citing the rule invoked in the point of order.
1321 The delegate shall not presume to decide the question or argue the point. A point of order
1322 is decided by the ~~bishop~~ presiding **officer** without debate unless in doubtful cases the
1323 ~~chair~~ **presiding officer** submits the question to the body for advice or decision. When
1324 the ~~bishop~~ presiding **officer** rules on a point, debate is closed, but the decision may be
1325 appealed **(See Rule 3)**.

1326

1327 *Rule ~~12~~ **11**. Bar of the Conference*

1328 The bar of the conference shall provide for the integrity of the General Conference. It is
1329 for delegates, pages, and others who have been granted access to the area for General
1330 Conference business **as provided through the Rules or through the suspension of the**
1331 **Rules**. Delegates are not to distract others near them by engaging in unrelated business
1332 activity.

1333

1334 ***Rule 12. Distracting Behavior***

1335 **Cell-phone use is not permitted in the plenary hall or the legislative committee**
1336 **rooms by delegates or observers. In addition, the use of laptop computers, personal**
1337 **digital assistants, pagers and other electronic devices should be in furtherance of**
1338 **General Conference business and done in such a manner that it does not disturb**
1339 **other participants. The presiding officer or members of the General Conference**
1340 **staff may ask individuals to leave the plenary hall or the legislative committee room**
1341 **if they persist in behavior that interferes with the participation of other delegates.**
1342 **All electronic devices should have audible alarms muted when possible.**

1343

1344 **Rule 13. Electronic Recording**

1345 **No electronic recording by either video or voice may be made of any portion of the**
1346 **General Conference unless specifically authorized by the Business Manager of the**
1347 **General Conference in order to maintain the integrity of all performance licenses.**

1348

1349 ~~Rule 13~~ **14. Right to Make Motions**

1350 **Only** ~~voting members~~ **delegates** have the right to make or second motions in
1351 accordance with the rules and upon recognition by the presiding officer. ~~A person seated~~
1352 ~~in conference with the right to speak, but without vote, does not have the right to make or~~
1353 ~~second motions.~~

1354

1355 ~~Rule 14~~ **15. Plenary Voting Procedure**

1356 (1) Voting shall be by electronic means unless otherwise ordered by the Conference,
1357 provided, however, that in elections, voting may be by written ballot. **Electronic**
1358 **voting devices shall be available on the platform for delegates making a**
1359 **presentation to the Conference.**

1360 (2) When electronic voting is not in use or operating, a standing count vote or vote by
1361 written ballot may be ordered on call of any delegate, supported by one-third of
1362 the delegates present and voting.

1363 (3) In the event the electronic voting system is inoperable and a count vote is called
1364 for, the chairpersons of the delegations shall poll their respective delegations or
1365 pages may serve as tellers.

1366 (4) Only delegates within the bar of the Conference when the vote is taken shall be
1367 entitled to vote. No delegate shall cast a vote in place of any other delegate.

1368 (5) No other business shall be in order when a vote is being taken or when the
1369 previous question has been called until the process is completed, except such as
1370 relates to the vote itself or such business as the ~~chair~~ **presiding officer** may deem
1371 appropriate.

1372

1373 *Rule ~~15~~ **16**. Elections*

1374 For any election requiring balloting **by the plenary**, an election shall occur when the
1375 number of ballots cast for a nominee meets or exceeds the required percentage of the total
1376 valid ballots cast. A ballot is valid if it meets the following standards:

1377 (1) It is cast by a voting delegate or properly seated reserve delegate.

1378 (2) It contains votes for the same number of nominees, as there are vacancies to be
1379 filled.

1380 (3) Every name receiving a vote has been properly nominated according to the
1381 provisions.

1382 (4) No more than one vote is cast for the same nominee.

1383 (5) No vote is cast for a person who has already been elected.

1384

1385 *Rule ~~16~~ **17**. Division of Question*

1386 Before a vote is taken, any delegate shall have the right to call for a division of any
1387 question, if it is subject to such division as the delegate indicates. If no delegate objects,

1388 the division shall be made; but if there is objection, the ~~chair~~ **presiding officer** shall put
1389 the question of division to vote, not waiting for a second.

1390

1391

IV. Business Procedure

1392

1393 *Rule ~~17~~ **18**. Motion for Adoption of Legislative and Administrative Committee Reports*

1394 Whenever a report of a **legislative** committee signed by the chairperson and secretary **or**
1395 **of an administrative committee** is presented to the Conference for action, it shall be
1396 deemed in proper order for consideration by the Conference without the formality of a
1397 second.

1398

1399 *Rule ~~18~~ **19**. Required Forms for Reports, Resolution, Motions, Amendments.*

1400 All resolutions and committee reports shall be prepared in accordance with instructions
1401 from the Secretary of the General Conference; and all motions, including amendments,
1402 shall be presented in writing (See Rules 31.2, ~~32.2~~, **33.3**, 34.2, 36).

1403

1404 *Rule ~~19~~ **20**. Alterations of Motions*

1405 When a motion is made and seconded, a resolution is introduced and seconded, or a
1406 committee report is read or published in the *Daily Christian Advocate*, it shall be deemed
1407 to be in the possession of the Conference and may not be altered except by action of the
1408 Conference (See Rule 35).

1409

1410 *Rule ~~20~~ **21**. Non-Debatable Motions*

1411 The following motions shall be acted upon without debate:

1412 (1) To adjourn, when unqualified, except **for final adjournment.** ~~to adjourn the~~

1413 ~~Conference finally.~~

1414 (2) To suspend the rules.

1415 (3) To lay on the table.

1416 No motion, which adheres to another motion or has another motion adhering to it,

1417 can be laid on the table by itself. Such motions, if laid on the table, carry with

1418 them the motions to which they adhere or which adhere to them.

1419 (4) To take from the table

1420 (5) To call for the previous questions, **when in order (See Rules 7 and 22).**

1421 ~~Any member who moves the previous question (that is, that the vote be now taken~~

1422 ~~on the motion or motions pending) shall also indicate to what it is intended to~~

1423 ~~apply, if any secondary motion or motions are also pending. If said member does~~

1424 ~~not so indicate, it shall be regarded as applying only to the immediately pending~~

1425 ~~question. This motion shall be taken without debate and shall require a two-thirds~~

1426 ~~vote of those present and voting for its adoption. If it is adopted, the vote shall be~~

1427 ~~taken on the motion or motions to which it applies without further debate except~~

1428 ~~as provided in Rule 8. (See also Rules 22, 26(5), 30)~~

1429 (6) To reconsider a non-debatable motion (See Rule 30)

1430 (7) To limit or extend the limits of debate

1431 (8) To take time for prayerful discernment at the immediate moment.

1432

1433 *Rule ~~21~~ 22. Rights of the Main Question*

1434 The main question may be opened to debate under the following motions: to adopt, to
1435 ~~commit~~ **reject** or refer, to substitute, to postpone, and to reconsider. No new motion,
1436 resolutions, or subject shall be entertained until the one under consideration shall have
1437 been disposed of except as provided in Rule ~~14.5~~ **15.5**. The foregoing does not apply to
1438 secondary motions if otherwise allowable.

1439

1440 *Rule ~~22~~ **23**. Precedence of Secondary Motions*

1441 If any one or more of the following motions shall be made when one or more other
1442 motions are pending, the order of their precedence in relation to one another shall be the
1443 same as the order of their listing below:

1444 (1) To fix the time the conference shall adjourn. (This motion is subject to
1445 amendment, or it may be laid on the table.)

1446 (2) To adjourn

1447 (3) To take a recess

1448 (4) To lay on the table

1449 (5) To order the previous question (See Rules ~~20.5~~, **21.5**, 26)

1450 (6) To limit or extend the limits of debate

1451 (7) To postpone to a given time

1452 (8) To ~~commit~~ or refer

1453 (9) To amend or to amend by substitution (one amendment being allowed to an
1454 amendment)

1455 (10) To postpone indefinitely

1456

1457 *Rule 23 24. Motion to Adjourn-in-Order-Except:*

1458 The motion to adjourn, when unqualified, shall be taken without debate and shall always
1459 be in order, except:

1460 (1) When a delegate has the floor

1461 (2) When a question is actually put or a vote is being taken and before it is finally
1462 decided

1463 (3) When the previous question has been ordered and action thereunder is pending

1464 (4) When a motion to adjourn has been lost and no business or debate has intervened

1465 (5) When the motion to fix the time to which the Conference shall adjourn is pending

1466 The foregoing does not apply to a motion for final adjournment of the Conference.

1467

1468 *Rule 24 25. Final adjournment*

1469 Final adjournment shall be *sine die*; therefore, all unfinished business shall remain
1470 unfinished.

1471

1472 *Rule 25. Referring Reports, Etc*

1473 ~~It shall be in order for the Conference to refer to a committee, a section or part of a report~~
1474 ~~or resolution which is before the Conference for consideration of any amendment offered~~
1475 ~~thereto.~~

1476

1477 *Rule 26. Procedure for Amending by Substitution*

1478 (1) When a resolution or committee report is properly before the Conference for
1479 consideration and action, even if amendments are pending, a substitute may be

1480 offered by any ~~member~~ **delegate** moving that the same be substituted for the
1481 report, resolution, or amendment under consideration. The substitute shall be an
1482 alternative to what is before the ~~house~~ **body** and not simply a negation of the main
1483 motion.

1484 (2) The Conference shall proceed first to perfect the original report or resolution,
1485 including consideration and action upon any amendments that may be offered to
1486 it.

1487 (3) The same perfecting process shall be followed with respect to the substitute.

1488 (4) The questions shall be put first on the motion to substitute, followed by the
1489 motion to adopt the report or resolution.

1490 (5) The motion for the previous questions shall not be in order on the adoption of the
1491 report or recommendation or on making the proposed substitution until
1492 opportunity has been given for at least two ~~members to~~ **speakers** on each side of
1493 the question of substitution or adoption (See Rule 27 for handling minority
1494 reports).

1495

1496 *Rule 27. Minority Report*

1497 ~~A~~ **The** minority report may be attached to a ~~majority~~ report from a legislative committee
1498 in the following manner:

1499 ~~(1) Notice to the chair of intent to offer a minority report must be given within two~~

1500 ~~(2) hours (excluding breaks) of the adoption of the majority report~~ **Delegates**

1501 **intending to offer a minority report must notify the chair of the committee**

1502 **within two hours (excluding breaks) of final committee action on the relative**
1503 **petition.**

1504 (2) The chair of the legislative committee shall receive the minority report signed by
1505 10 persons or 10% of the legislative committee membership (whichever is less)
1506 who voted against the proposal, whose names shall be attached to the request. **A**
1507 **reserve delegate may sign the minority report only while seated as a voting**
1508 **delegate in the legislative committee or if seated at the time the committee**
1509 **acted upon the relevant petition.** The majority **committee** and minority reports
1510 shall be submitted and presented together in the *Daily Christian Advocate*.

1511 (3) A minority report shall be presented as a substitute for the report of the
1512 committee, in conformity with Rule 26 and Rule 34 respectively, and it shall
1513 indicate the report number to which it relates. The signers of the minority report
1514 shall select one of their number to present the report. This person shall have the
1515 same rights and privileges as the presenter of the committee report. In closing
1516 debate on the minority report, the member **delegate** presenting the minority report
1517 shall speak first and the presenter of the majority **committee** report shall be last.

1518

1519 *Rule 28. Unlawful Motion After Speech*

1520 It shall not be in order for a delegate immediately after discussing a pending question and
1521 before relinquishing the floor to make a motion, which if adopted, would limit or stop
1522 debate.

1523

1524 *Rule 29. Exceptions to Majority Vote*

1525 A majority of those voting, quorum being present (*Book of Discipline* ¶506), shall decide
1526 all questions, with the following exceptions:

1527 (1) **A one-fifth vote of the Conference shall be required to request a Judicial**
1528 **Council decision (*Book of Discipline* ¶56.1, 2609.1).**

1529 (2) One-third of those present and voting shall suffice to sustain a call for a
1530 recorded vote in case the decision of the ~~chair~~ **presiding officer** is challenged
1531 (See Rule ~~14.2~~ **15.2**).

1532 (3) A tie vote sustains the ~~chair~~ **presiding officer** (Rule ~~3-2~~ **3.1**).

1533 (4) A two-thirds vote shall be required to sustain a motion to suspend (Rule 38) or
1534 amend (Rule 39) the rules; to set aside a special order (Rule 31.1); to consider a
1535 special order before the time set therefore; to sustain the request of the
1536 Committee on Courtesies and Privileges for the presentation of any person after
1537 the sixth day of the General Conference (~~Plan of Organization VIII~~ **See Section**
1538 **VII.A.3**).

1539 (5) A call for the previous question is a motion to suspend the rules and therefore
1540 requires a two-thirds vote.

1541 (6) A two-thirds vote shall be required to approve a proposal for a constitutional
1542 amendment (*Book of Discipline* ¶~~57~~**59**- ~~59~~**61**).

1543

1544 *Rule 30. Reconsideration*

1545 A motion to reconsider an action of the ~~Conference~~ **body** shall be in order at any time if
1546 offered by a delegate who voted with the prevailing side. If the motion proposed for

1547 reconsideration was non-debatable, the motion to reconsider shall be non-debatable (See
1548 Rule ~~20~~ 21).

1549

1550 *Rule 31. Regular Calendar and Consent Calendar*

1551 (1) The Secretary of the General Conference shall keep the Calendar which includes
1552 the orders of the day and the reports of committees (See Rule 35). Business
1553 placed on the calendar shall be considered in the order recommended by the
1554 Committee on Agenda and Calendar, unless by two-thirds vote of the Conference,
1555 an item is taken up out of order (See Rule ~~29.3~~ 29.4).

1556 (2) ~~When a committee presents a report, it shall also list the numbers of all petitions~~
1557 ~~relating to the report on which the committee voted non-concurrence so that all~~
1558 ~~related matters may be considered together. (See Rules 33.3, 34, 36.)~~ **Whenever**
1559 **possible, a legislative committee shall recommend for adoption only one**
1560 **calendar item for each paragraph or sub-paragraph in the *Book of***
1561 ***Discipline*. All other related petitions shall be combined for rejection or**
1562 **referral.**

1563 (3) Action from a legislative committee shall be placed on the Consent Calendar if:

1564 (a) No more than ~~five~~ ten votes were cast against the prevailing position in the
1565 committee;

1566 (b) The item has been previously printed in the *Daily Christian Advocate*;

1567 (c) The item has been in the hands of delegates for at least 24 hours; and

1568 (d) The item is neither a constitutional amendment nor one having financial
1569 implications.

- 1570 (e) No minority report is attached (See Rule 27)
- 1571 (4) The *Daily Christian Advocate* shall clearly identify the Consent Calendar, which
1572 will list items in ~~three~~four sections sub-headed as follows:
- 1573 (a) ~~Discipline Changes Concurrence~~ **Disciplinary Items Recommended for**
1574 **Adoption**
- 1575 (b) ~~Non-Discipline Items Concurrence~~ **Non-Disciplinary Items Recommended**
1576 **for Adoption**
- 1577 (c) ~~Discipline and Non-Discipline Items Non-Concurrence~~ **Items**
1578 **Recommended for Rejection**
- 1579 **(d) Items Recommended for Referral.**
- 1580 (5) The Consent Calendar shall be called up daily pursuant to Rule 2. Adoption of
1581 the Consent Calendar by vote of the Conference shall be deemed action on all
1582 calendar items on the Consent Calendar.
- 1583 **(6) If an error in assignment of a Consent Calendar item is discovered and**
1584 **reported by the legislative chair to the Coordinator of the Calendar, the**
1585 **Coordinator of the Calendar shall have the authority to report the error to**
1586 **the plenary session for reconsideration.**
- 1587 **(7)** Any ~~five~~20 delegates may have a Consent Calendar item removed by having
1588 such a request on file with the Secretary of the General Conference by 3:00 p.m.
1589 of the day the calendar item first appears in the *Daily Christian Advocate*.
- 1590 **Reserve delegates may sign requests to remove items from the Consent**
1591 **Calendar only while seated as voting delegates.** Such items shall be called up
1592 in the regular order of business.

1593 **(8) Items lifted from the Consent Calendar may not be returned to the Consent**
1594 **Calendar.**

1595

1596 *Rule 32. Rules of Order of Legislative Committees*

1597 The rules of order of the General Conference, except for Rule 8 7, shall be observed in
1598 meetings of standing legislative committees insofar as they apply.

1599

1600 *Rule 33. Duties and Prerogatives of Legislative Committees*

1601 (1) Following election and orientation of officers, as its first order of business, each
1602 committee shall utilize the resources of its petitions coordinator (see Committee
1603 on Reference). Committee leadership shall evaluate the petitions assigned to
1604 the committee, establish priorities, and outline the committee's work on the
1605 basis of those priorities unless it is given special instructions by the General
1606 Conference (See ~~Plan of Organization VIII~~ **Section VII.A.(7)(a)**).

1607 (2) **A legislative sub-committee chair shall ensure that all votes taken within a**
1608 **sub-committee are recorded and reported to the legislative committee**
1609 **plenary on the forms provided by the Secretary of the General Conference.**

1610 (3) When a petition or resolution or any similar item is referred to one of the several
1611 legislative committees, it shall be understood that the whole question with
1612 which the paper has to do is referred to that committee for such action as it may
1613 deem wise. ~~In addition to concurrence and non-concurrence, a committee may~~
1614 ~~recommend action or referral to the next General Conference or~~ **Every matter**
1615 **referred to a legislative committee shall be reported to the plenary with a**

1616 **motion to adopt, reject, or refer** to a board, council, commission, or
1617 committee either for action or for report to the next General Conference.

1618
1619 **(43)** Committees shall report to the Conference upon all matters referred to them by
1620 the Conference, directly or through the Committee on Reference. Committee
1621 reports on resolutions, petitions, etc., shall cite the same, identifying them by
1622 numbers they bear respectively in the published reports of the Committee on
1623 Reference or in some other suitable manner.

1624 **(54)** When a committee ascertains that another committee is, or in its judgment
1625 should be, considering a subject, that the former is considering, it shall report
1626 the matter to the Committee on Reference for such adjustment as the situation
1627 may require.

1628 **(65)** The chairperson of each legislative committee shall coordinate the report of the
1629 committee to the plenary.

1630 **(76)** When the chairperson of a committee is not in harmony with a report adopted
1631 by the committee, it shall be the chairperson's duty to state the fact to the
1632 committee. The committee shall elect one of its members for the presentation
1633 and discussion of the report in the plenary. If, in such a case, the committee
1634 shall fail to select a representative, the chairperson shall designate a member to
1635 represent the committee, and said representative shall have all the rights and
1636 privileges of the chairperson in relation to such a report.

1637

1638 *Rule 34. Legislative Committee Report to the Daily Christian Advocate*

1639 (1) As quickly as material can be prepared, each secretary of a legislative committee
1640 shall present each of the committee's reports to a recorder assigned to the
1641 committee. The recorder will prepare the report and the report will be approved
1642 and signed by the chair, vice chair and secretary. After the report has been
1643 approved, it will be electronically transmitted to the Coordinator of the Calendar.
1644 A calendar number will be assigned and it will be printed as approved.

1645 (2) Committee and minority reports that propose changes in the *Book of Discipline*
1646 shall give **the** paragraph number to be affected and shall be prepared in the
1647 following manner: Existing words used as reference points shall be in quotation
1648 marks; words to be deleted shall be in strike through; words to be added shall be
1649 bolded. In the publication of these reports, the *Daily Christian Advocate* will use
1650 the same convention (See Rule 36).

1651

1652 *Rule 35. Published Reports in Possession of Conference*

1653 Reports submitted by the committee according to the deadline, as announced by the
1654 Secretary of the General Conference, shall appear in the next day's *Daily Christian*
1655 *Advocate*. The report as printed in the *Daily Christian Advocate* ~~becomes~~ **is** the official
1656 copy, subject only to grammatical, or other obvious editorial changes and shall be
1657 regarded as in the possession of the Conference. On the day following its first
1658 appearance in the *Daily Christian Advocate* or any time thereafter, a report is in order for
1659 consideration at the pleasure of the conference. The same rule shall apply to a report of a
1660 minority of any committee (See Rules ~~19~~, **20**, 27).

1661

1662 *Rule 36. Preparation and Printing of Reports*

1663 (1) All committee reports shall be prepared using the approved General Conference
1664 Legislative System. The committee reports shall bear at the top the name of the
1665 committee, its total membership, the number present at the time the report was
1666 adopted, the number voting for and against the report, respectively, and the
1667 number not voting (See Rules ~~18~~, 19, 31.2, ~~33.3~~, 33.4, 34).

1668 (2) Consent Calendar items (see Rules 31.3, 31.4) shall be clearly marked with an
1669 identifying symbol on the report cover and in the *Daily Christian Advocate*
1670 printing, this symbol to be supplied by the Secretary of the General Conference.

1671 (3) Reports of the ~~standing~~ legislative committees shall be printed in the *Daily*
1672 *Christian Advocate* at least one day before being presented for consideration by
1673 the Conference. Committee reports to which minority reports are appended shall
1674 be printed in sequence, and so numbered.

1675 (4) Every effort should be made by the secretary of the legislative committee to
1676 report consecutively all petitions that address the same issue.

1677

1678 *Rule 37. Effective Date*

1679 All legislation of the General Conference of the United Methodist Church shall become
1680 effective January 1 following the session of the General Conference at which it is
1681 enacted, unless otherwise specified (See Section X and *Book of Discipline* ¶508).

1682

1683 **V. Suspending, Amending, and Supplementing**

1684

1685 *Rule 38. Suspension of the Rules*

1686 The operation of any of the provisions of the *Plan of Organization and Rules of Order*
1687 may be suspended at any time by a two-thirds vote of the Conference (See Rule ~~29.3~~
1688 **29.4**).

1689

1690 *Rule 39. Amending Rules*

1691 The *Plan of Organization and Rules of Order* may be amended or changed by a two-
1692 thirds vote of the Conference; provided the proposed change or amendment has
1693 originated in the Committee on Plan of Organization and Rules of Order or has been
1694 presented to the Conference in writing and referred to this committee, which committee
1695 shall report thereon not later than the following day (See Rule ~~29.3~~ **29.4** and ~~Plan of~~
1696 ~~Organization VII.B~~ **Section VI.D.1**).

1697

1698 The *Plan of Organization and Rules of Order* as adopted at the opening session shall be
1699 printed in the next *Daily Christian Advocate*.

1700

1701 *Rule 40. Robert's Rules of Order, Supplemental Authority*

1702 In any parliamentary situation not covered by the *Plan of Organization and Rules of*
1703 *Order*, the General Conference shall be governed in its action by the current edition of
1704 *Robert's Rules of Order*.