

*An Introduction to*  
**The 79<sup>th</sup> General Convention**  
**The Episcopal Church**  
*for Deputies and Bishops*



Austin, Texas • July 5–July 13, 2018

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*From the Presiding Bishop:*

We Are the Episcopal Branch of the Jesus Movement

*Christ be with me, Christ within me,  
Christ behind me, Christ before me,  
Christ beside me, Christ to win me,  
Christ to comfort and restore me.  
Christ beneath me, Christ above me,  
Christ in quiet, Christ in danger,  
Christ in hearts of all that love me,  
Christ in mouth of friend and stranger.*

St. Patrick of Ireland

The late Verna Dozier gave her book, *The Dream of God*, a suggestive subtitle: *A Call to Return*. The witness of the Hebrew prophets in the Bible was a call to the people of God to return to the Lord, to return to their roots as the people of God (see Joel 2:13 for example). In the Bible, that call to return was actually an invitation to become who they truly were: the people of God.

The invitation to become more fully the Episcopal branch of the Jesus Movement is just such an opportunity. This isn't a new program, or a catchy new slogan, or even a new idea. Rather, this is a call to claim or reclaim the deepest origins of who we are as baptized disciples and followers of Jesus in the Anglican Episcopal way. This is an invitation to place Christ at the very center of our lives individually and together as the Episcopal Church. And that is a game changer.

In the first century, Jesus of Nazareth inspired a movement. It was a movement whose goal was to change the world from the nightmare it often is into something closer to God's dream and deep, passionate desire for it—what the Bible often calls the Kingdom, the Reign of God.

It was a movement composed of very ordinary people of extraordinary diversity. They were, as St. Paul said, Jews and Gentiles, slave and free, male and female (Galatians 3:29). They were poor people and wealthy people. They were differing ethnicities and political ideologies.

What bound them together? What gave them purpose?

As the martyr Dietrich Bonhoeffer once observed, Christ was at the center of their lives individually and their life together. This was a movement, a community of people who committed and centered their very lives, their fortunes, and their eternal destinies to following the teachings, walking the way, and living in the Spirit of Jesus of Nazareth, crucified and risen from the dead!

It was a movement of people for whom Christ was the center of their lives, such that his life breathed through their lives. And though mortal and sinful and fallible, they found themselves

Loving like Jesus,  
Giving like Jesus,  
Forgiving like Jesus,  
Doing justice,  
Loving mercy,  
Walking humbly,  
With God  
Just like Jesus.

They became the Jesus Movement, the Body of Christ, the hands, the feet, the heart of Jesus in the world in their time. And therein is our origin and our identity as baptized disciples of Jesus of Nazareth today, in the Episcopal way of following him.

My deep prayer for our time together as the 79th General Convention and beyond is that Jesus will be at the center of every moment of worship, in every discussion and debate, in our times of study, moments of discernment, times of refreshment — May Christ be the center. And as that happens we are the Episcopal branch of the Jesus movement.

*I bind unto myself the Name,  
The strong Name of the Trinity,  
By invocation of the same,  
The Three in One and One in Three.  
By Whom all nature hath creation,  
Eternal Father, Spirit, Word:  
Praise to the Lord of my salvation,  
Salvation is of Christ the Lord.*

Your brother in Christ,

A handwritten signature in black ink that reads "+ Michael Bruce Curry". The signature is written in a cursive, flowing style.

+The Most Rev. Michael Bruce Curry  
Presiding Bishop and Primate

*From the President of the House of Deputies:*

Dear Deputies:

In September 1976, I returned from my honeymoon, moved into a new apartment, and made the first of many church governance-related requests to which my extraordinarily patient husband has agreed over the past four decades. “Honey, could you set up the apartment while I go to Minneapolis to see what will happen?”

That was the year that General Convention was voting on whether or not to approve the ordination of women. Since I was a third-year seminary student, the vote was of more than passing interest to me.

I remember sitting in the bleachers in the House of Deputies, holding my breath and waiting for President John Coburn to announce the results of the vote by orders on Resolution B005, which made the canons on ordination equally applicable to men and women.

That vote made possible the church we lead today, and changed forever the lives and ministries of Episcopalians of all genders across the church.

I don’t know what votes might come our way at General Convention next summer that could change the course of history or the lives of God’s people. But I do know that the work we do together in resolution hearings and legislative sessions is holy work. It has the potential to transform lives, revitalize congregations, give strength to the weary and hope to those who believe that the church has abandoned them.

Since the potential for our work together is so great, we’ve got to start preparing early. In this handbook, you’ll find valuable information about how convention works and what to expect as you get ready and when you arrive in Austin. You can also find important information at [houseofdeputies.org](http://houseofdeputies.org) and [generalconvention.org](http://generalconvention.org). Whether you’re a first-time deputy or a ten-time deputy (like me!), please make sure that you pay close attention to the General Convention schedule available at [generalconvention.org/schedules2018/](http://generalconvention.org/schedules2018/). You’ll find that we’ll be experimenting with some new ways of organizing our time this year.

The Blue Book reports from committees, commissions, agencies and boards of the church will be released online at <http://www.generalconvention.org/bluebook2018> beginning in late January. Before then, Presiding Bishop Curry and I will announce the membership of both bishop and deputy legislative committees, and if you are assigned to a legislative committee, you’ll want to study in particular the reports and legislation that will come before your committee. If you are not serving on a legislative committee at this convention, I hope that you will choose legislation and issues to study, attend committee meetings and hearings, and explore the way that legislation moves through the convention.

The legislative process at General Convention is a way that we Episcopalians can hear all of the voices of the people of God, but to be able to listen clearly and with humility for nine long legislative days will require both discipline and a sense of humor. Three years ago, when I was preparing for my first convention as your president, I came up with this Top Ten list of tips for surviving and thriving at General Convention. It has stood the test of the triennium pretty well, so I offer to you again for this convention, knowing that it is a tall order, and knowing that at some point during convention, all of us, including me, will require patience, forgiveness, and God’s grace.

10. We’re at General Convention to serve the church, not the other way around.

9. Be leaders and consider your theology of power. We all make choices about how we use power and exercise leadership—choices that shape not only the church and the dioceses, congregations and institutions we serve, but also our very hearts and souls.

8. Be kind. If you wouldn't say it face-to-face, don't post it on social media.
7. No triangles. If you're unhappy with someone—especially me—deal with it directly. I promise I'll do the same.
6. Pray for the deputies, alternate deputies, and bishops who serve at General Convention. Pray for the executive officer of General Convention, church staff and convention center employees who make the event possible, and for the people of the Episcopal Church.
5. Do your homework. The reason that we post reports and appoint committees in January is that it takes some time to do our jobs right. Be responsible for the work you've been given to do.
4. If you don't understand something, ask a question. If something isn't clear to you, it's a sure bet someone else doesn't get it either.
3. Renew the spiritual practices that keep you centered, attentive, and humble so that you show up in body, mind and spirit. While in Austin, take care of yourself. Get enough sleep, eat nutritious food, and wear comfortable shoes. If you drink alcohol, do so cautiously and sparingly.
2. Seek Christ in all persons, loving your neighbor as yourself. Remember that this doesn't mean agreeing with your neighbor, or staying silent if your neighbor needs to be held accountable, or avoiding healthy conflict.
1. Remember that your fellow bishops and deputies and the people we serve in the church are the beloved children of God—made in God's image, redeemed by God's Son, and strengthened by the Holy Spirit.

Between now and next summer, I hope you will join me in praying for the House of Deputies, the House of Bishops, and our beloved church. I am eager to see you in Austin.

Faithfully yours,

A handwritten signature in black ink that reads "Gay Clark Jennings". The signature is written in a cursive, flowing style.

The Rev. Gay Clark Jennings  
President, House of Deputies

## WELCOME!

*To the Deputies and Bishops of the 79<sup>th</sup> General Convention of The Episcopal Church*

Dear friends and colleagues,

As with every gathering since 1785, the 79<sup>th</sup> General Convention will be an opportunity for the Church to reflect upon the past, learn from the present, and plan boldly for the future. General Conventions of The Episcopal Church are always hopeful times to imagine what God may be calling us to do and to be; General Conventions at their best are inspiring pivots in the life of the Church.

Thank you for agreeing to serve the church as a leader in such important work. Few other churches have shown our commitment to collaborative oversight of the church, involving lay leaders, deacons, priests, and bishops. In a tangible sense, the General Convention is an embodiment of that belief.

I hope you will use the coming months to learn, pray, confer, and prepare to act as the Spirit leads us. This *Introduction* has been written to assist you in that preparation. Presented in a question and answer format, it contains many of the questions deputies and bishops – experienced and new – often ask. Nonetheless, it remains an *introduction*, and you may find yourself with questions, concerns, or needs for information that are not covered. Please feel free to contact me or my office for any such questions, or if we may be of assistance in your preparations.

The 79<sup>th</sup> General Convention will be held in the city of Austin, in the Diocese of Texas. I cannot thank enough the bishops, clergy, and people of the diocese for their incredible work, passion, and hospitality in welcoming us to this amazing city. I know you will discover, as I have, some of the wonders that make Austin such an extraordinary place – a city where creativity and imagination are everywhere, with an atmosphere that can inspire us as we meet.

At the 2012 General Convention, Bishop Michael Curry preached a sermon about our need “to be as crazy as Jesus,” saying, “We need some crazy Christians!”. Perhaps we will be helped toward that imperative by Austin’s motto: “Keep Austin weird.” I’m sure that we and our sister and brother Episcopalians will each do our part by being those “crazy Christians.”

I look forward to seeing you there!

With my prayers and every good wish,

Faithfully,



The Rev. Canon Michael Barlowe  
Executive Officer of General Convention

# AN INTRODUCTION TO THE 79TH GENERAL CONVENTION

## What is the General Convention?

- The General Convention is the governing body of The Episcopal Church. It is a bicameral legislature that includes the House of Deputies, with more than 800 members (up to four clergy and four lay persons from each diocese), and the House of Bishops, with over 300 active and resigned bishops.
- General Convention gathers every three years. The 2018 meeting will convene in Austin, Texas for a nine-day legislative session (July 5 –July 13, 2018), and will be the 79th General Convention of the Church.
- The work of General Convention includes adopting legislation of concern to the Church; amending the Book of Common Prayer, the Constitution, and the Canons of the Church; adopting a triennial budget for The Episcopal Church; and electing candidates to offices, boards and other committees. This work is undertaken in support of the mission and ministry of the Church, and with prayerful gratitude and spiritual discernment.

## How do I register for General Convention?

- Registration and other basic information may be found on the Attendee Information page of the General Convention website: (<https://www.generalconvention.org/attendee-information-gc2018/>).

## What should I do to prepare for General Convention?

- Frequent the General Convention website (<http://generalconvention.org>) for the information and materials you need. Deputies and bishops should “read, mark, learn, and inwardly digest” *The Blue Book* — the collected reports and proposed legislation from the Interim Bodies of the Church. *The Blue Book* is being released as the reports are edited and translated, and will be updated regularly.
- The website for the Archives of The Episcopal Church (<http://episcopalarchives.org>) is where to go for past *Blue Book* reports as well as for the *Acts of Convention* from 1976 through 2015.
- If you cannot find something, or if you have questions, contact the General Convention Office at [gcoffice@episcopalchurch.org](mailto:gcoffice@episcopalchurch.org).
- Your individual dioceses and provinces may also provide opportunities to learn about matters being considered by the General Convention. Some diocesan deputations divide research about resolutions among members before offering the work to the whole deputation for consideration. Some Interim Bodies also make their members available to dioceses and provinces in providing an interactive approach to their *Blue Book* reports.



- Pray regularly for the Church and its mission and ministry; pray also for the bishops, deputies, alternates, the Episcopal Church Women, volunteers, staff, and all others who will be with us in Austin, Texas.

## What can I expect in Austin, Texas?

- Austin is the Texas state capital, home of the largest campus of the University of Texas, the site of the Archives of The Episcopal Church, and a growing, cosmopolitan city of nearly a million people. “The Live Music Capital of the World,” Austin’s distinctive sound is known around the globe. Opportunities to hear outstanding performances abound, including in the famous “Sixth Street” district near the Austin Convention Center. For more information about what to see and do in Austin, explore <https://www.austintexas.org>.
- We will meet in the Diocese of Texas (<http://www.epicenter.org>), which will offer hospitality and considerable volunteer support before and throughout the General Convention.
- Seminary of the Southwest (<https://ssw.edu/>), an Episcopal Seminary founded in 1952 by Bishop John Hines, is located in Austin and is the current home of the Episcopal Church Archives. Just a 10 minute drive from the Austin Convention Center, Southwest welcomes visitors to explore their bucolic campus in the center of the city.
- Summers in Austin are hot: The historical average temperature for early July is in the mid-90s. Cool, comfortable clothes are suggested, but some people may find the air-conditioning in meeting rooms a bit chilly; pack and dress accordingly. July rain is not unusual in Austin, so bring an umbrella. As always amid hot temperatures, remember to drink lots of water during your stay.
- The motto of Austin is “Keep Austin weird.” Draw your own conclusions, and consider your particular contributions to this civic goal!

## What is the schedule for General Convention?

- Links to pdf documents of the official schedule in graphical form, in both English and Spanish, can be found on the schedules page of the General Convention website at <https://www.generalconvention.org/schedules2018/>. The same information, in a linear form, may be found in [Appendix 1](#) of this *Introduction*. This web page will also have embedded calendars with other events happening concurrently in Austin. Finally, the General Convention mobile guide, a free app for smartphones, will be available shortly before Convention which will have this information in a dynamic form.

This sampling of activities shows why some have described General Convention as having elements of a family reunion. There will undoubtedly be many informal and organized gatherings in Austin, and information about them generally will be available on the General Convention website schedules page, at the Information Centers in the Austin Convention Center, and on the General Convention mobile guide.

## What happens at General Convention?

While the principal work of the General Convention is conducted through its legislative processes, General Convention is also filled with activities and opportunities for mission and ministry gatherings. The calendar highlights a number of these, including worship, an event sponsored by the Diocese of Texas, and

unscheduled time that could be opportunities for seminary and other meetings. For more than a century, the Triennial Meeting of the Episcopal Church Women has been held at the same time and place as the General Convention. For information about the ECW Triennial, visit (<https://www.ecwnational.org/triennial-meeting-2018/>).

This small sampling of activities shows why some have described General Convention as having elements of a family reunion. There will undoubtedly be many informal and organized gatherings in Austin, and information about them generally will be available at the Information Centers in the Austin Convention Center and on the General Convention smartphone app.

## How is General Convention organized?

- The legislative process of General Convention is an expression of The Episcopal Church's belief that, under God, the Church is ordered and governed by its people: laity, deacons, priests, and bishops.
- The General Convention is the Church's highest temporal authority. As such, it has the power to amend the Constitution and Canons of the Episcopal Church; to amend the Book of Common Prayer and to authorize other liturgical texts; to adopt the budget for the Church; to create covenants and official relationships with other branches of the Church; to determine requirements for its clergy and other leaders; to elect its officers, members of the Executive Council, and certain other groups; to delegate responsibilities to the Interim Bodies of The Episcopal Church; and to carry out various other responsibilities and authority.
- There are two legislative Houses of General Convention: the House of Deputies and the House of Bishops.
- The House of Deputies is composed of deputations elected from each diocese of The Episcopal Church; from Navajoland; from the Convocation of Episcopal Churches in Europe; and from Liberia (which has seat and voice). Deputations may include up to four clergy and four lay members. Members of the Official Youth Presence also have a seat and voice in the House of Deputies.
- The House of Bishops is composed of every bishop of The Episcopal Church with jurisdiction; every bishop coadjutor; every bishop suffragan; every assistant bishop; and every bishop "who by reason of advanced age or bodily infirmity, or who, under an election to an office created by the General Convention, or for reasons of mission strategy determined by action of the General Convention or the House of Bishops, has resigned a jurisdiction."
- General Convention acts through the adoption of resolutions. A resolution becomes an Act of Convention only after both Houses adopt it in the same form and at the same General Convention.
- Each of the two Houses has a presiding officer: the Presiding Bishop and the President of the House of Deputies. When there is a joint meeting of the two Houses, the Presiding Bishop has the right to preside.
- The Secretary of General Convention has responsibilities to support the work of both Houses. She or he must first be elected as Secretary of the House of Deputies, and then, through concurrent action by the House of Bishops, becomes the Secretary of the General Convention. The Treasurer of General Convention is elected by concurrent action of both Houses.
- Deputies and bishops are expected to be familiar the *Constitution and Canons* of the Church, which detail the authority and work of General Convention and its officers.

## How does General Convention conduct its legislative work?

### What are Resolutions and Memorials?

- The principal way General Convention conducts its legislative work is through perfecting, debating, and adopting resolutions. Only certain Interim Bodies; Bishops; Provinces and Dioceses; and Deputies may submit Resolutions for consideration.
- **Resolutions:** In the legislative context, a resolution is a statement that requires specific action, so that, if both Houses adopt it, the General Convention or an identified person, group, or agency of the Church will act accordingly. Resolutions are classified in several ways, according to their origin: **“A”** Resolutions are those submitted by Interim Bodies in the *Report to the 79th General Convention* or those proposed by legislative committees. **“B”** Resolutions are those submitted by Bishops. **“C”** Resolutions are those submitted by Provinces or Dioceses. **“D”** Resolutions are those submitted by Deputies.
- **Memorials:** In the legislative context, a memorial is comparable to a petition — a statement about a matter of great importance that urges the General Convention to take action. A memorial should present arguments for the proposed action, and may provide evidence of widespread concern for the matter being memorialized. Memorials are referred to a legislative committee to inform their deliberations. Although not a resolution itself, a memorial informs committees as they perfect legislation. Memorials are submitted by provinces, dioceses, bishops, deputies, and Interim Bodies to highlight interest, concern, or opinion on a particular subject. Memorials to General Convention have often been the catalyst for major initiatives or changes in the mission and ministry of The Episcopal Church.
- Once a resolution has been submitted, the Presiding Officers assign it to a **legislative committee** and to the House in which the resolution is first considered (“the House of Initial Action”).
- In advance of any action, the committee must hold hearings on resolutions, allowing testimony from beyond the committee. At least four hours in advance, notice of these hearings will be posted near the General Convention Secretariat located in Ballrooms E, F, and G on the top level of the Austin Convention Center, and will be conveyed through other electronic means at General Convention. Under the direction of the committee chair, registered bishops, deputies, alternates, and visitors may sign up to address a legislative committee at a public hearing on a given topic or resolution.
- Individual bishops and deputies may propose up to three resolutions. Resolutions proposed by a bishop must be endorsed by no fewer than two additional bishops, and each bishop must be from a different diocese. Resolutions proposed by a deputy must be endorsed by no fewer than two additional deputies, and they may all be from the same diocese. Complete instructions for submitting resolutions are available on the General Convention website.
- The **deadline for submitting a resolution** is 5:00 PM on July 6, 2018, the second legislative day. Once on site, resolutions may be submitted to the General Convention Secretariat located in Ballrooms E, F, and G on the top level of the Austin Convention Center.

## What are Legislative Committees?

- Legislative committees are appointed by the presiding officer of their respective Houses to propose or receive resolutions, hear testimony, deliberate, perfect, and decide initial action on resolutions and memorials.
- In the House of Deputies, this appointment process begins after each diocese notifies the General Convention Office of the election of its deputies and deputy alternates. The deputies are then surveyed about their committee preferences and qualifications, and the data collected is used to help in the appointment process.
- Many deputies have been appointed to legislative committees for the **79<sup>th</sup> General Convention**. Deputies not appointed to committees are encouraged to work with their deputations and attend committee hearings and deliberations. The dates and times of specific hearings may be found by searching in the Legislative Committee Meetings section of the Virtual Binder application. For up-to-date descriptions and rosters of legislative committees, please visit the documents page for the 79<sup>th</sup> General Convention on the House of Deputies website, found here: <http://houseofdeputies.org/documents/gc79/>.
- Members of the Joint Standing Committee on Program, Budget and Finance review resolutions that have funding implications. In the House of Deputies, resolutions with polity, constitutional, or canonical implications, or with proposed changes, are reviewed for by the Resolution Review Committee, a new committee appointed by the President.
- Since the 72<sup>nd</sup> General Convention of 1991, legislative committees with identical names in both Houses generally meet together, hold joint hearings on resolutions, and discuss recommendations on each of the resolutions referred to them. The practical effort of these joint meetings is that if a resolution passes the House of Initial Action unchanged from the committees' recommendation, the other House is ready to place this matter on the calendar. While such joint committee meetings and work is sometimes referred to as a "parallel committee," there are no canonical or other requirements to hold joint committee meetings. Legislative committees, even when meeting together, vote separately.
- Reports on committee action are conveyed to the House of Initial Action for placement by the respective Committee on Dispatch of Business on that House's legislative calendar. After one House adopts a resolution, if the other House amends the resolution, it is returned to the first House through its legislative committee, and the process continues. Please see the Legislative Process Chart in Appendix 4 for additional details.

## What are the Rules of Order?

- The Rules of Order are the specific procedures the General Convention uses to organize or “order” its conduct and legislative business. There are three sets of Rules of Order: one for the House of Deputies, another for the House of Bishops, and the Joint Rules of Order pertaining to both Houses.
- While the Houses may propose changes to their Rules of Order, which will be considered early in the convention, the existing Rules of Order for each House and the Joint Rules of Order are available in the Constitution and Canons publication. To find links to the Constitution and Canons pdf document in English and Spanish, and links to the Createspace pages where one may purchase print versions, go to the Constitution and Canons section of the publications page of the General Convention website, at <https://www.generalconvention.org/publications>.
- The Rules of Order mainly concern legislative and committee actions, but also address such matters as decorum, the daily schedule, and a variety of practical matters. Each deputy and bishop should be familiar with the Rules of Order for their House, and with the Joint Rules of Order.
- If needed, see the House of Deputies’ Rules of Order XVII. Parliamentary Authority [(A) The latest edition of Robert’s Rules of Order, Newly Revised will govern the interpretation of these Rules and Procedures to the extent that Roberts is not inconsistent with these rules. (B) The Constitution, Canons, Joint Rules, and Rules of this House take precedence when there is a conflict with Robert’s Rules of Order.]

## What happens during the legislative sessions?

- The **schedule of legislative sessions** will be found in the Calendar in Appendix 1. The general order for legislative sessions will be found in the Rules of Order of each House.
- At the 79<sup>th</sup> General Convention, there will be three **joint legislative sessions**, including on the sixth legislative day, to receive the budget proposal of the Joint Standing Committee on Program, Budget and Finance. (Please see the Draft Schedule in Appendix 1 for times of these joint sessions).
- **Debate** in both Houses is governed by the Rules of Order of that House. Both Houses stipulate that no member shall speak more than twice in the same debate without leave of the House.
- Microphones in the House of Bishops are placed on the individual tables. In the House of Deputies, you will find microphones located in the aisles, where those who wish to speak wait to be recognized by the President. An electronic queuing system will be in place in the House of Deputies for the 79<sup>th</sup> General Convention, and will be demonstrated during the Orientation.
- Amendments or substitutes proposed from the floor (“**Floor Amendments**”) must be presented in writing as designated by the Secretary. Although such amendments must be made in accordance with House rules and upon recognition by the presiding officer, at the 79<sup>th</sup> General Convention, it will be possible to pre-file floor amendments. Further information about the procedures for pre-filing will be given at Convention.
- On some matters, the House may set a Special Order of Business with special debate rules and a time limit. Debate in the House of Deputies is normally limited for each speaker, but may be further limited or extended by a vote of the House.

- The House of Deputies may move into a Committee of the Whole, with a chair appointed by the President.
- **Voting** on most questions is performed by “voice vote,” by which each bishop or deputy has a single vote. Deputies must be present and vote on all matters before the House. At the 79th General Convention, the House of Deputies will again interpret the “voice vote” to include the use of an electronic keypad. Electronic procedures will be reviewed during Orientation in Austin.
- In the House of Bishops, six voting members may request a Roll Call Vote. The House of Deputies votes “by Dioceses and Orders” on amendments to the Constitution and Canons, as required, but any matter may be subject to such a vote at the request by a majority of the clerical or lay deputation from three dioceses.
- In the House of Deputies, in a vote “by Dioceses and Orders” (also known as a “**vote by orders**”), each diocese has one vote in the clerical order and one vote in the lay order. Adoption requires a majority in the affirmative in an order; if the diocesan vote in an order is divided, it is recorded and not added to the affirmative total, effectively counting as a negative vote.

### What is the Virtual Binder?

- The 79<sup>th</sup> General Convention will be as paperless as possible — where much of the legislative work of Convention will be displayed electronically, either on a tablet or projection screens in the Houses, or on laptops or tablets through the internet.
- Registered deputies, alternates, and bishops will be provided an iPad for their use during General Convention.
- These iPads will contain the “*Virtual Binder*,” the software that replicates electronically most of what used to be provided in the physical notebook binders that have been part of General Convention for decades. The iPads will also contain such reference materials as the *Constitutions and Canons*, the *Journal*, *The Blue Book*, worship materials, and other materials supportive of the legislation processes of Convention.
- The Virtual Binder will be updated automatically on the floors of the Houses, allowing for faster distribution of calendars, resolutions, and committee and other reports. This will be done wirelessly, through a dedicated intranet that can be accessed only by the Virtual Binder on the iPad provided to you. This means that although you may have other personal electronic devices with you, only the iPads we provide will be “up-to-date” during legislative sessions.
- The contents of the Virtual Binder will be mirrored to the internet, and will be available to you outside of legislative sessions, through any Wi-Fi connection. (This mirrored Virtual Binder will be available to anyone at no charge but they must provide their own electronic device. The Virtual Binder will be web-based, meaning that most notebook and desktop computers, as well as most tablets and smartphones, will be able to access the Virtual Binder away from the house floors through the internet.)
- Complimentary, basic Wi-Fi is available in the hallways and some meeting spaces of the Austin Convention Center. Wi-Fi will be available in all legislative committee rooms.
- In addition to the Virtual Binder, we will also be providing a free “app” for anyone with an iOS or Android smartphone or tablet. The General Convention mobile guide will have general schedules, maps, exhibitor information, and other materials useful for our time in Austin, Texas.
- Training about the Virtual Binder will be provided before and during Convention. Trained volunteers and staff will also be on hand to answer questions and provide support.



### What elections will be held at the 79<sup>th</sup> General Convention?

- The election of the President of the House of Deputies, and the election of the Vice President of the House of Deputies will be held at General Convention.
- The House of Deputies will elect a Secretary, and upon confirmation by the House of Bishops, the Secretary of the House of Deputies becomes the Secretary of General Convention.
- The House of Deputies will elect a person who becomes, if elected by the House of Bishops, the Treasurer of General Convention.
- Both Houses will also elect people to various boards or committees. Depending on the election, one House may elect, while the other House votes whether to confirm the election. The Joint Standing Committee on Nominations has prepared a slate of nominees for Trustees of the Church Pension Fund, the Disciplinary Board for Bishops, the Executive Council, the General Board of Examining Chaplains, the Board of the General Theological Seminary, the Secretary of the House of Deputies, and the Treasurer of the General Convention. (You can learn more about these nominees by reading their statements in *The Blue Book*. Additional nominations may be accepted from the floor.)
- The full list of elections to be held at this Convention is found in Appendix 3.

### What happens as General Convention draws to a close?

- On the last day of Convention, the House of Deputies and the House of Bishops must complete all action on matters submitted to them, including matters sent from the other House. If time runs out for adequately considering an important matter, it may be referred to an Interim Body for further study (as always, given concurrent action). Any matter not referred to an Interim Body or otherwise disposed of by joint action of the Houses will fail to be enacted.
- Two persons will be appointed by the Houses' Legislative Committees on Constitution and Canons to certify that all changes in the *Constitution and Canons* resulted from the actions of Convention. The two-person committee will confirm these changes with the Secretary of the General Convention, whose responsibility it is to oversee the publication of the revised *Constitutions & Canons*.
- Resolutions of courtesy and appreciation are adopted as scheduled, as are any "mind of the House" resolutions, which do not require any concurrent House action. Whichever House completes its work first notifies the other House that it stands ready to adjourn; when a similar message comes from the other House, General Convention is adjourned *sine die* (from Latin "without a day"), meaning that the 79th General Convention has concluded.

## What happens after General Convention?

### What are Interim Bodies?

- The work of General Convention continues through the people and leadership of The Episcopal Church. In particular, the Executive Council and other Interim Bodies undertake the actions and responsibilities given them by General Convention.
- A listing and description of most of the previous triennium's Interim Bodies will be found on the General Convention website. The Secretary of General Convention will compile the new listing of Interim Bodies following the close of General Convention.
- Many Interim Bodies have members appointed by the presiding officers: generally, the Presiding Bishop appoints bishops, and the President of the House of Deputies appoints priests, deacons, and lay persons.
- To suggest potential Interim Body members to the presiding officers, a nomination form will be available both in the General Convention Secretariat and on the General Convention website. **Nominations for Interim Bodies must be submitted by July 13, 2018.**

### What Joint Standing Committees continue the work of General Convention?

- Four Joint Standing Committees, whose membership is drawn from both Houses, serve key roles in the ongoing work of the General Convention: The Joint Standing Committee on Program, Budget and Finance (PB&F); the Joint Nominating Committee for the Election of the Presiding Bishop; the Joint Standing Committee on Planning and Arrangements; and the Joint Standing Committee on Nominations.
- Although the Joint Nominating Committee for the Election of the Presiding Bishop is elected at each General Convention, it usually meets only in the triennium before the convention in which the election of a Presiding Bishop occurs. At that time, the Committee prepares a profile and presents a slate of candidates for that office.
- The work of the Joint Standing Committee on Planning and Arrangements is to recommend potential cities for future General Conventions, to plan and propose a schedule for each convention, and to recommend or determine other aspects of the Meetings of General Convention. The schedule is a legislative item in the Committee's *Blue Book* report, and one of the first Acts of Convention is to approve that schedule. (The 80<sup>th</sup> General Convention will be in 2021 in Baltimore, Maryland.)
- The Joint Standing Committee on Nominations selects nominees for Trustees of the Church Pension Fund, the Disciplinary Board for Bishops, the Executive Council, the General Board of Examining Chaplains, the Board of the General Theological Seminary, the Secretary of the House of Deputies, and the Treasurer of General Convention.
- The Joint Standing Committee on Program, Budget and Finance prepares a proposed budget for consideration by the General Convention. Although PB&F meets twice during the triennium and is represented, by invitation, on the Executive Council Joint Standing Committee on Finances for Mission (FFM), much of its work is accomplished during Convention.



### What about post-Convention publications?

- The *Summary of Actions*, a list of all concurred actions of the 79<sup>th</sup> General Convention, will be published within 30 days of the adjournment of Convention on the General Convention website.
- The *Journal of the General Convention* will be published on the General Convention website in 2019 and will list the Interim Bodies that are authorized for the triennium, along with the names of members appointed to those bodies. Both Houses' minutes are also published in the *Journal* as well as in the *Acts of Convention*.
- The updated *Constitution & Canons* will be published in early 2019, as will be the triennial budget adopted by Convention. Each of these publications will be available on the General Convention website (<http://generalconvention.org>).

## I need help, where can I find it?

### Visit the Secretariats.

- At the 79<sup>th</sup> General Convention, the Secretariats of the General Convention, the House of Deputies and the House of Bishops will be located together, in Ballrooms E, F, and G on the top level of the Austin Convention Center.
- Volunteers and staff members are available in the Secretariat to provide legislative information and assistance during the Convention. Information will also be posted at the Secretariat offices and will be available on the General Convention website.
- Volunteers will be available to direct visitors to the hearing rooms where legislation is being considered; to help review the daily legislative calendars; and to provide updates and status reports on legislation.
- The times and locations of legislative committee hearings are posted prominently, including on the General Convention website, on the Virtual Binder and on the mobile app at least four hours before the start of a hearing. Every proposed resolution will be posted for a hearing. Only registered bishops, deputies, alternates, or visitors may testify at a hearing.
- The Secretariat also provides support to the legislative committees, and to the officers of the Houses and of the General Convention.

### Ask your colleagues.

- At the 79<sup>th</sup> General Convention, we will all be learning new ways of conducting our legislative business. But in both Houses, there is a depth of experience and knowledge available among seasoned bishops and deputies — as well as among volunteers and staff — who will be delighted to help you. Just ask! No question is too small.

### **Make use of technical assistance.**

- Volunteers will be available in both Houses.

### **Download and use the General Convention app on your smartphone or iOS and Android devices.**

### **Visit the General Convention website — before, during, and after Austin, Texas.**

- Bookmark and frequent <http://generalconvention.org>.

### **Visit the information booth.**

- The General Convention information booth is located in the lobby of the Austin Convention Center. Available in this area is access to local information, lost and found items, assisted-listening devices for the House of Deputies and Bishops, and information for those with special needs.

### **Visit the vendors and exhibitors in the General Convention display area.**

- Prior to the General Convention exhibitor information, including an interactive floorplan and a list of exhibitors, is available at the Fern Expo website at this link: <http://s23.a2zinc.net/clients/Episcopal/2018GC/Public/EventMap.aspx?shmode=E>. During the General Convention a floorplan and list of exhibitors will also be available in the General Convention mobile guide.

### **Ask!**

- Before and after General Convention, email [gcoffice@episcopalchurch.org](mailto:gcoffice@episcopalchurch.org) and we will assist you. During the convention, stop by the information booth or the Secretariat.

### **Did you know ???**

During your stay in Austin, Texas you can download apps that will help you to navigate for items, like food deliveries, transportation and ride-hailing services.

#### **Phone Apps for Food Delivery During General Convention**

*Favors* is an Austin-based food delivery app that will deliver food from many popular local restaurants and coffee shops between 7:00 a.m. and 3:00 a.m. There is a delivery charge, processing fee and an option for tipping.

*Postmates* is another app that offers food-on-demand from local restaurants in Austin! This app is available 24/7, charges a delivery fee and a service fee (which varies depending upon where you are ordering from), plus offers an option for tipping. However, if you choose to pay for the \$9.99 per month subscription these fees are waived when placing an order of \$25.00 or more.

#### **Phone Apps for Public Transportation During General Convention**

*CapMetro* is the name of Austin's public bus and rail service. *CapMetro's* app will allow travelers the options to purchase tickets, view the route and schedules as well as plan a trip.

*Transit* is another app that can help you plan your trip because it offers traveler the option to see where the *CapMetro*

buses are at any given moment and will provide you with an estimated wait time although it may not be completely accurate all of the time.

*B-Cycle* is a wonderful way to take advantage of Austin's bike sharing, bike-friendly culture. Austin has bike stations throughout downtown Austin and near most college campuses. This app will allow users to locate the *B-Cycle* stations, view bike availability and obtain directions to local businesses.

### **Phone Apps for Ride-Hailing/Taxi Services During General Convention**

Your *Uber* and *Lyft* accounts should be useful in Austin, Texas as both services are fully operational in Austin. However, below are some alternatives to these two (2) ride-hailing services.

*RideAustin* is the only ride-hailing company that is exclusive to the Austin area.

*Fasten* is another ride-hailing app that only operates in Austin and Boston, Texas.

*Chariot* is a very useful app for large groups of travelers. However, *Chariot* more or less operates as a ride-sharing service because it is a van that picks up multiple riders along a specified route.

# APPENDIX 1: 79<sup>TH</sup> GENERAL CONVENTION DRAFT SCHEDULE (AS OF 11/27/2017)

	Monday, July 2
11:00 am – 4:00 pm	Volunteer Supervisors Gathering
	Tuesday, July 3
9:00 am – 5:00 pm	REGISTRATION FOR ALL & Deputy Certification
10:00 am – 12:00 am	Legislative Committee Secretary’s Training
11:00 am – 12:00 pm	Minutes Training
2:00 pm – 5:00 pm	Legislative Committee Officers & Aides Orientation
5:30 pm – 7:30 pm	Legislative Committees & Hearings
	Wednesday, July 4
7:00 am – 5:00 pm	Registration & Deputy Certification
8:00 am – 12:00 pm	Legislative Committees and Hearings
1:15 pm – 2:30 pm	PB/HoD Presentation to Convention
3:00 pm – 5:00 pm	Orientation: Bishops & Deputies
5:15 pm – 7:00 pm	Bishop Gathering
	Thursday, July 5 (1 <sup>st</sup> Day)
7:00 am – 7:30 am	Deputy Certification
8:00 am – 9:00 am	Legislative Session
9:30 am – 10:45 am	Opening Eucharist
11:15 am – 1:00 pm	Legislative Committees & Hearings
1:15 pm – 1:45 pm	Deputy Certification
2:15 pm – 4:00 pm	Legislative Committees & Hearings
4:30 pm – 6:30 pm	Legislative Session
7:30 pm – 9:00 pm	Legislative Committees & Hearings
	Friday, July 6 (2 <sup>nd</sup> Day)
7:00 am – 7:30 am	Deputy Certification
7:30 am – 10:00 am	Legislative Committees & Hearings
9:30 am – 10:45 am	Opening Eucharist
10:30 am – 12:00 pm	Joint Session on Racial Reconciliation
12:30pm – 1:00 pm	Deputy Certification
1:15 pm – 3:00 pm	Legislative Committees & Hearings
5:00 pm	Resolution Filing Deadline
3:30 pm – 5:30 pm	Legislative Session
5:45 pm – 7:00 pm	Worship

	Saturday, July 7 (3 <sup>rd</sup> Day)
7:00 am – 7:30 am	Deputy Certification
7:30 am – 10:00 am	Legislative Committees
10:30 am – 1:00 pm	Legislative Session
2:30 pm – 4:00 pm	Joint Session on Evangelism
5:30 pm – 7:00 pm	Worship, The Palmer Center
7:00 pm – 9:00 pm	Diocese of Texas Event

	Sunday, July 8 (4 <sup>th</sup> Day)
10:30 am	Worship, Local Parishes or at the Convention Center
1:15 pm – 1:45 pm	Deputy Certification
2:15 pm – 7:00 pm	Legislative Session

	Monday, July 9 (5 <sup>th</sup> Day)
7:00 am – 7:30 am	Deputy Certification
7:30 am – 10:00 am	Legislative Committees & Hearings
10:30 am – 1:00 pm	Legislative Session
1:15 pm – 1:45 pm	Deputy Certification
2:15 pm – 5:00 pm	Legislative Session
5:15 pm – 6:30 pm	Worship
6:45 pm - 7:30 pm	Dep/Bp Caucus by Province

	Tuesday, July 10 (6 <sup>th</sup> Day)
7:00 am – 7:30 am	Deputy Certification
7:30 am – 10:00 am	Legislative Committees and Hearings
10:30 am – 12:00 pm	Joint Session on Care of Creation
1:15 pm – 1:45 pm	Deputy Certification
2:15 pm – 5:00 pm	Legislative Session
5:15 pm – 6:30 pm	Worship

AN INTRODUCTION TO THE 79TH GENERAL CONVENTION

Wednesday, July 11 (7<sup>th</sup> Day)

7:00 am – 7:30 am	Deputy Certification
7:30 am – 10:00 am	Legislative Committees and Hearings
10:30 am – 1:00 pm	Legislative Session
1:15 pm – 1:45 pm	Deputy Certification
2:00 pm	Exhibits CLOSE
2:15 pm – 3:15 pm	Joint Session PB&F
3:45 pm – 5:00 pm	Legislative Session
5:15 pm – 6:30 pm	Worship
7:30 pm – 9:30 pm	Reserved for Legislative Session

Thursday, July 12 (8<sup>th</sup> Day)

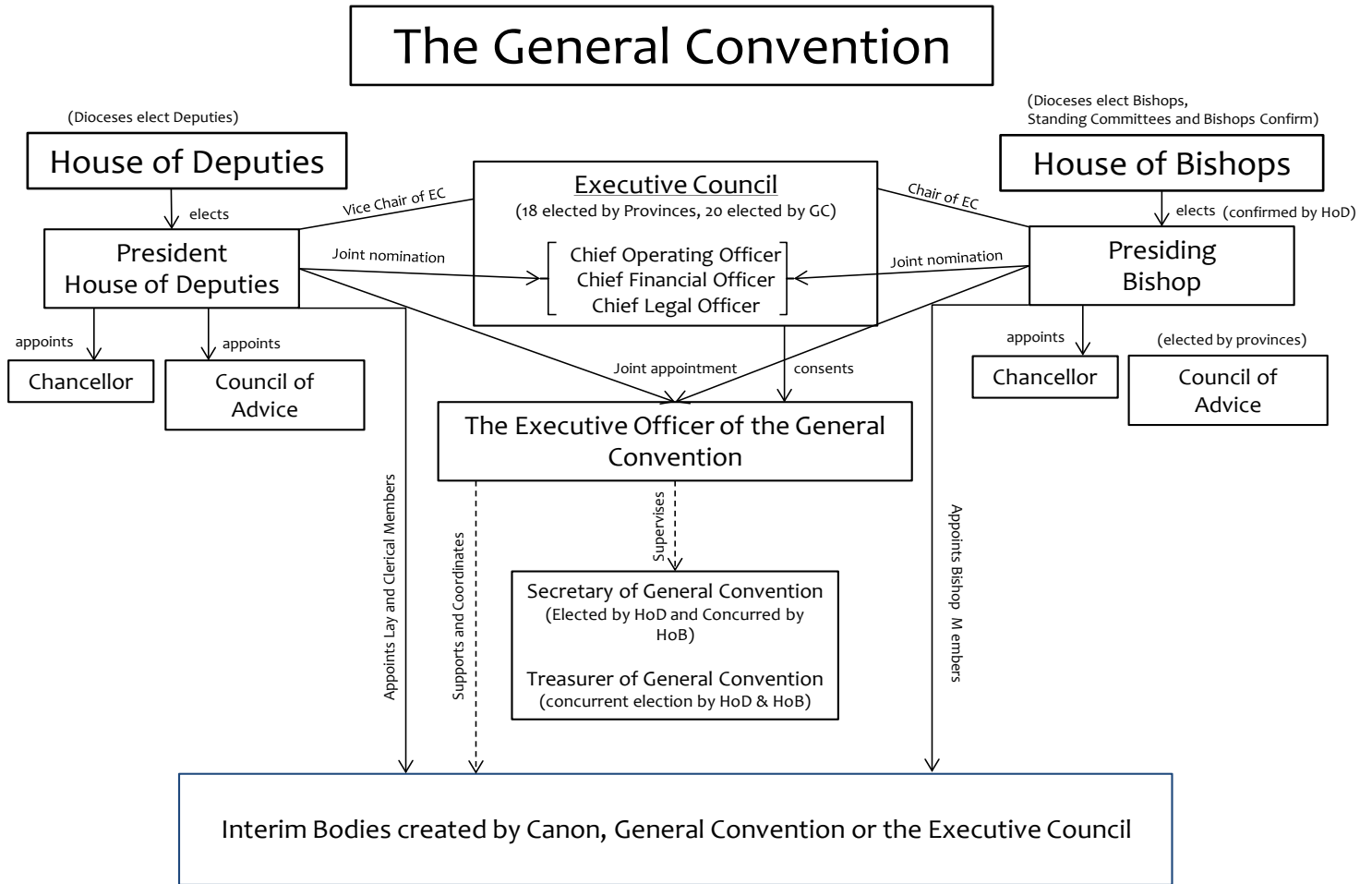
7:00 am – 7:30 am	Deputy Certification
7:30 am – 8:30 am	Legislative Committees & Hearings
9:00 am – 1:00 pm	Legislative Session
1:15 pm – 1:45 pm	Deputy Certification
2:15 pm – 6:00 pm	Legislative Session
7:30 pm – 9:00 pm	Closing Eucharist

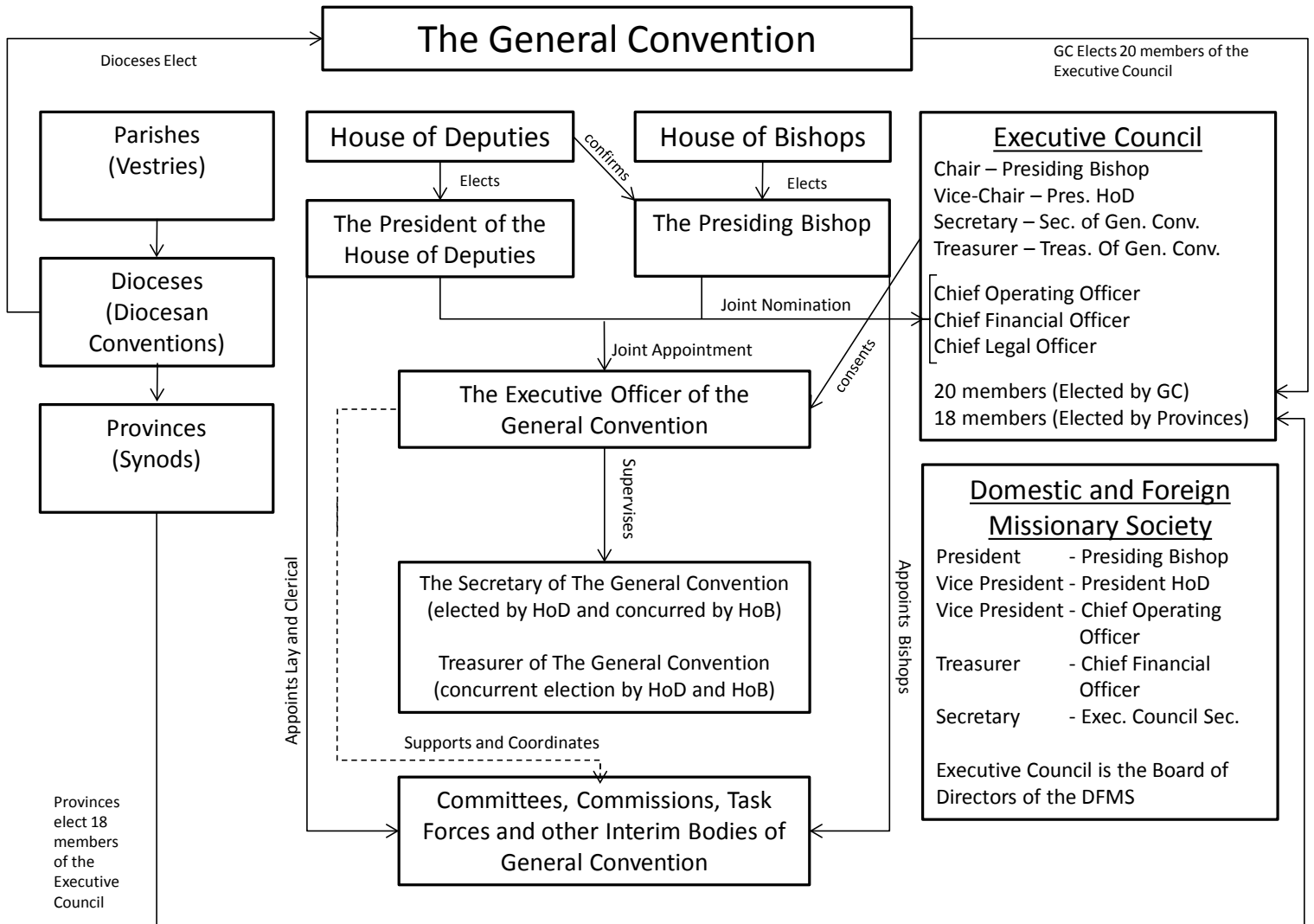
Friday, July 13 (9<sup>th</sup> Day)

7:00 am – 7:30 am	Deputy Certification
8:00 am – 1:00 pm	Legislative Session (Morning Prayer in each House)
1:15 pm – 1:45 pm	Deputy Certification
2:30 pm – 6:30 pm	Legislative Session
6:30 pm	Joint Adjournment Sine Die

## APPENDIX 2: LEGISLATIVE COMMITTEES & HOUSE OF INITIAL ACTION

Legislative Committee	HIA	House of Bishops Chair	House of Deputies Chair
01 – Rules of Order	B/D	The Rt. Rev. Sean W. Rowe	The Hon. Byron Rushing
02 – Constitution & Canons	B	The Rt. Rev. Mark Hollingsworth, Jr.	James S. Simon, Esq.
03 – Safeguarding & Title IV	D	The Rt. Rev. Susan E. Goff	Judith L. Andrews, Esq.
04 – Governance & Structure	D	The Rt. Rev. David M. Reed	Thomas A. Little, Esq.
05 – World Mission	B	The Rt. Rev. Robert L. Fitzpatrick	The Rev. Canon Juan I. Marquez
06 – The Episcopal Church in Cuba	D	The Rt. Rev. William H. Stokes	D. Rebecca Snow, Esq.
07 – Social Justice & International Policy	D	The Rt. Rev. James B. Magness	Ms. Sarah E. Lawton
08 – Social Justice & United States Policy	B	The Rt. Rev. Anne E. Hodges-Copple	The Rev. Devon E. Anderson
09 – Racial Justice & Reconciliation	B	The Rt. Rev. Prince G. Singh	The Rev. Edwin D. Johnson
10 – Congregational & Diocesan Vitality	B	The Rt. Rev. Mariann E. Budde	The Rev. Canon Gregory A. Jacobs
11 – Evangelism & Church Planting	D	The Rt. Rev. W. Nicholas Knisely	The Rev. Canon Frank S. Logue
12 – Prayer Book, Liturgy & Music	B	The Rt. Rev. J. Neil Alexander	The Rev. Susan Anslow Williams
13 – Committee to Receive the Report on Resolution A 169	D	The Rt. Rev. Jeffrey D. Lee	The Very Rev. Samuel G. Candler
14 – Christian Formation & Discipleship	D	The Rt. Rev. Dena A. Harrison	Canon Thomas G. O’Brien, III
15 – Ministry	B	The Rt. Rev. Audrey C. Scanlan	The Rev. Molly F. James, Ph.D.
16 – Churchwide Leadership	D	The Rt. Rev. Chilton R. Knudsen	Pauline Getz, Esq.
17 – Church Pension Fund	D	The Rt. Rev. Whayne M. Hougland, Jr.	Ms. Nancy W. Koonce
18 – Stewardship & Socially Responsible Investing	B	The Rt. Rev. Douglas J. Fisher	Canon Brendan O’Sullivan-Hale
19 – Ecumenical & Interreligious Relations	B	The Rt. Rev. Eugene T. Sutton	The Rev. Winnie S. Varghese
20 – Environmental Stewardship & Care of Creation	B	The Rt. Rev. David C. Rice	Russell V. Randle, Esq.
21 – Joint Standing Committee on Program, Budget & Finance	D	The Rt. Rev. Stephen T. Lane, Vice Chair	Ms. Barbara L. Miles, Chair
22 – Dispatch of Business	B/D	The Rt. Rev. Wendell N. Gibbs, Jr.	The Rev. Dr. James B. Simons
23 – Certification of Minutes	B/D	The Rt. Rev. Wendell N. Gibbs, Jr.	Ms. Anne P. Davidson
24 – Privilege & Courtesy	B/D	The Rt. Rev. Peter D. Eaton	Ms. Margaret Evans Porter
25 – Credentials (House of Deputies Only)			Ms. Kathryn A. Dyer
26 – Resolution Review (House of Deputies Only)			Michael O. Glass, Esq.







## APPENDIX 3: ELECTIONS AT THE 79<sup>TH</sup> GENERAL CONVENTION

**Joint Nominating Committee for the Election of a Presiding Bishop:** 3-year term (Canon I.2.1 (d)). 1 clerical and 1 lay deputy from each province elected by the House of Deputies; 2 youth members appointed by the President of the House of Deputies (Canon I.2.1 (a)); 1 bishop from each province elected by the House of Bishops (Canon I.2.1 (b)); 29 positions total.

**President of the House of Deputies:** 3-year term elected by House of Deputies (Canon 1.1.1 (b)).

**Vice-President of the House of Deputies:** 3-year term elected by House of Deputies (Canon 1.1.1 (b)).

**Vice-Chair of the House of Bishops:** 3-year term elected by the House of Bishops (HB Rules of Order, Rule VI, p. 184).

**Secretary of the House of Bishops:** 3-year term elected by House of Bishops (HB Rules of Order, Rule II, p. 183).

**Secretary of the House of Deputies:** 3-year term elected by the House of Deputies; upon confirmation by the House of Bishops, becomes the Secretary of General Convention (Canon I.1. (j)); candidates presented by the Joint Committee on Nominations (Joint Rules of Order VII.17 (c), page 230).

**Treasurer of the General Convention:** 3-year term elected by concurrent action of both Houses (Canon I.1.7 (a)); candidates presented by the Joint Committee on Nominations (Joint Rules of Order VII.17 (c)).

**Executive Council:** 6-year staggered term for elected members (Canon I.4.2 (g)): 4 bishops elected by House of Bishops and confirmed by House of Deputies; 4 priests or deacons and 12 lay persons elected by House of Deputies and confirmed by the House of Bishops (Canon I.4.2 (f)). The terms of one half of each order expire every three years; 20 total elected members by General Convention; 10 members elected each triennium (Canon I.4.1 (d)); candidates presented by the Joint Committee on Nominations (Joint Rules of Order VII.17 (b)); [18 members elected by Provinces: 1 ordained and 1 lay person; full elected membership: 38 (Canon I.4.1 (d))].

**General Board of Examining Chaplains:** 6-year staggered term: 4 bishops, 6 priests with pastoral cures or in specialized ministries, 6 seminary faculty, and 6 lay persons elected by House of Bishops and confirmed by House of Deputies; terms expire for one half of each category every three years; 22 total members, 11 members elected each triennium (Canon III.15.1); candidates presented by the Joint Committee on Nominations (Joint Rules of Order VII.17 (e)).

**Board of The Archives of the Episcopal Church:** 6-year staggered term for elected members (Canon I.5.3 (a)): 3 bishops appointed by the Presiding Bishop; 3 clergy and 6 lay persons appointed by the President of the House of Deputies; appointments confirmed by General Convention; 12 total elected members (Canon I.5.3 (a) (c)).

**Board for Transition Ministry:** 6-year staggered term (Canon III.16.1 (c)): 4 bishops appointed by the Presiding Bishop, 4 priests or deacons, and 4 lay persons appointed by the President of the House of Deputies; confirmed by General Convention (Canon

III.16.1 (a) (b)); terms expire for one half of each order every three years (Canon III.16.1 (d)); 12 total members, 6 members elected each triennium.

**Disciplinary Board for Bishops:** 6-year staggered term: 10 bishops elected at any regular meeting of the House of Bishops; 4 priests or deacons and 4 lay persons elected by the House of Deputies; terms expire for one half of each order every three years; 18 total members; 2 clerical and 2 lay members elected at General Convention (Canon IV.17.3); candidates presented by the Joint Committee on Nominations (Joint Rules of Order VII.17 (f)).

**Trustees of the Church Pension Fund:** 6-year staggered term: 12 trustees elected at every General Convention (Canon I.8.2); 24 total elected members; candidates presented by the Joint Committee on Nominations (Joint Rules of Order VII.17 (a)).

**Board of Trustees of the General Theological Seminary:** 3-year term: 2 bishops elected by the House of Bishops; 2 priests or deacons and 2 lay persons elected by the House of Deputies (General Theological Seminary Constitution); candidates presented by the Joint Committee on Nominations (Joint Rules of Order VII.17 (d)).

**Custodian, Book of Common Prayer:** 6-year term; nominated by the House of Bishops, confirmed by the House of Deputies (Canon II.3.7). (Next election: 2021)

**Historiographer:** 3-year term; nominated by the House of Bishops, confirmed by the House of Deputies; the Registrar of General Convention serves as Historiographer unless the House of Bishops makes a separate nomination (Canon I.1.5 (d)).

**Recorder of Ordinations:** 3-year term; nominated by House of Bishops, elected by House of Deputies (Canon I.1.6 (a)).

## APPENDIX 4: LEGISLATIVE PROCESS

### How a Resolution becomes an Act of Convention

Resolutions can be proposed by Interim Bodies, Legislative Committees, Bishops, Deputies, Dioceses and Provinces. Once a resolution has been properly filed, the Presiding Bishop and President of the House of Deputies confer and assign the resolution to a legislative committee. [See list of legislative committees and corresponding house of initial action (HIA.)] Resolutions are numbered, with a prefix that indicates the type of proposer. **"A"** resolutions have been proposed by an interim body or a legislative committee. **"B"** resolutions have been proposed by a bishop and endorsed by two other bishops, all from different dioceses. **"C"** resolutions have been proposed by a diocese or province. **"D"** resolutions have been proposed by a deputy and endorsed by two other deputies.

The legislative committee of the first house (House of Initial Action, HIA) schedules an open hearing to discuss the resolution, and makes a recommendation by filing a committee report. The committee can recommend to

- Adopt
- Adopt with amendment or substitute
- Refer to an interim body
- Take No Further Action
- Reject

The Dispatch of Business Committee of the HIA receives the committee report and places the resolution on either the consent calendar or the legislative calendar. Resolutions on the consent calendar are not debatable. A resolution may be removed from the consent calendar by request of bishops or deputies through a specific process. The consent calendar is voted on in a block. Resolutions on the legislative calendar are considered individually and are open for debate and can be amended.

The HIA votes on the resolution. If the house votes to adopt, adopt with amendment or substitute or refer to an interim body, the resolution moves on. If the house votes to discharge/take no further action or reject, that vote is final and the process for that resolution is complete.

When the HIA has voted to adopt, adopt with amendment or substitute or refer to an interim body, the resolution is sent to the legislative committee of the second house for their consideration. The legislative committee makes their recommendation and files a committee report. The second house committee can recommend to

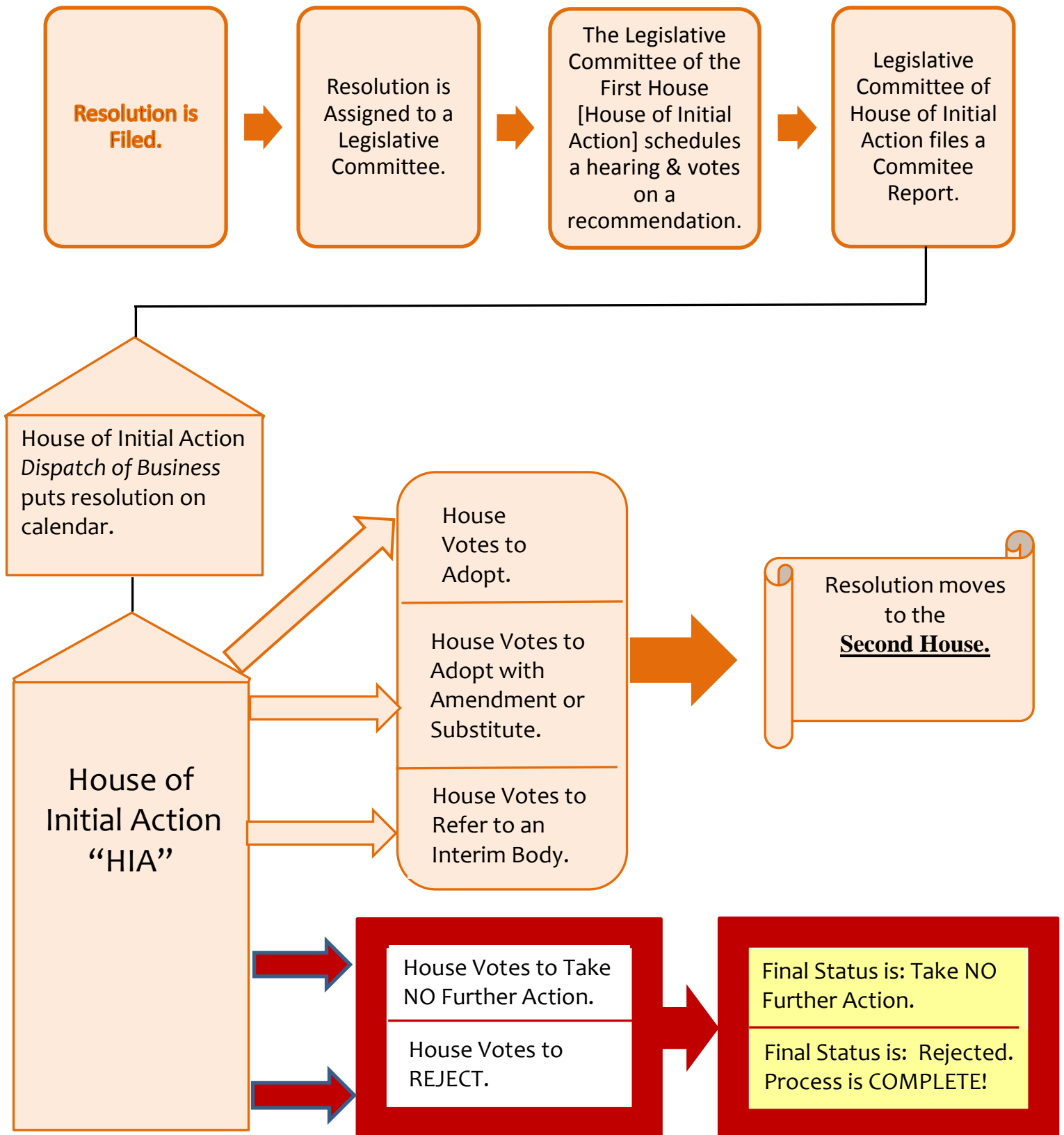
- Concur
- Concur with Referral to an Interim Body
- Not Concur
- Not Concur and Take a different action

The Dispatch of Business Committee of the second house receives the committee report and places the resolution on either the consent calendar or the legislative calendar. If the second house votes to concur, the resolution is concurred. This means it is final and is an Act of Convention. If the second house votes to concur with the recommendation to refer to an interim body, the resolution will be sent to an interim body for further study. If the second house votes to not concur, that vote is final and the process for that resolution is complete. If the second house amends the resolution, it goes back to the legislative committee of the first house and the process begins again.

A resolution must be adopted in the exact same form by both houses to be a concurred act of convention.

## THE LEGISLATIVE PROCESS OF THE GENERAL CONVENTION

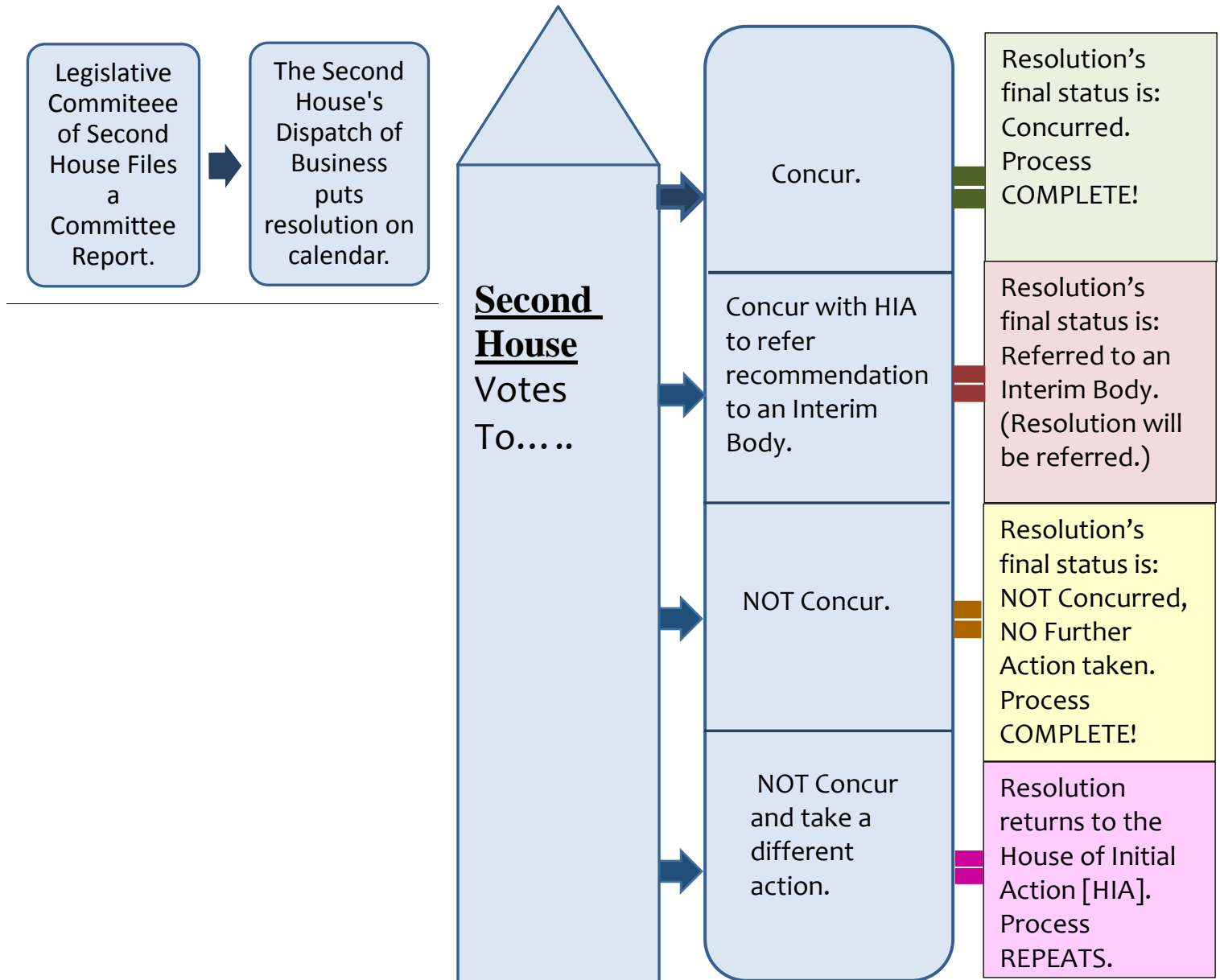
Resolutions introduced at General Convention must be adopted by both the House of Deputies and the House of Bishops to become “An Act of Convention”



## THE LEGISLATIVE PROCESS OF THE GENERAL CONVENTION

Resolutions introduced at General Convention must be adopted by both the House of Deputies and the House of Bishops to become “An Act of Convention”

### Second House



## APPENDIX 5: GLOSSARY OF TERMS

### **Adopt**

To approve a resolution, an amendment to a resolution, a substitute resolution, or a committee report.

### **Amend**

To make a change to a proposed resolution by deleting or adding words or phrases.

### **Calendar**

Prepared by the Committee on Dispatch of Business to set forth the resolutions which are proposed for consideration in a specific order. The Consent Calendar is used to bring matters to a vote in the House, without debate, by the appropriate legislative committee. A process exists for removing a matter from the Consent Calendar and placing it on the Calendar where debate is permitted.

### **Certification of Deputies**

Required for admission to the House of Deputies, and indicated by a deputy name tag. When a Deputy wishes to exchange status with an alternate, both persons must go to the Committee on Credentials at the designated place in the registration area of the General Convention to switch their status.

### **Chair**

The presiding officer of the House or of a committee.

### **Commission, Standing**

Interim body of General Convention, which meets during the triennium to study and make recommendations to General Convention on major subjects of continuing concern to the Church.

### **Committee of Conference**

May be appointed by the Presiding Officers if one House amends the action taken by the other House. In an effort to agree upon identical language, both Houses then consider adopting the report of the Committee of Conference.

### **Committee, Legislative**

Each House's designated legislative committees meet and act during, and with permission from the presiding officers, before General Convention. Committees that operate within each House under the same mandate usually meet and hear testimony together, but sometimes deliberate separately. They always vote separately.

### **Committee, Joint Standing**

The three Joint Standing Committees (Nominations; Planning & Arrangements; Program, Budget and Finance) mandated by the Joint Rules of Order, and the Joint Nominating Committee for the Election of the Presiding Bishop mandated in Canon 1.2.1(a).

**Committee Report**

The means by which a legislative committee submits its recommendation for a resolution to the House. The committee can recommend that the resolution be Adopted, Adopted with amendment or substituted text, Rejected, or Referred to an Interim Body. See the Rules of Order for other possible actions.

**Concur**

For one House to approve a resolution with the same text as the other House, thereby making the text an Act of Convention.

**Dispatch of Business**

Each House's Committee on Dispatch of Business schedules that House's calendars.

**Division of the House**

A request for a count of "yes" and "no" votes.

**Enacted**

Legislation has been enacted when a resolution has been adopted in identical form by both Houses. Legislation amending the Constitution or Canons, unless otherwise expressly ordered, takes effect on the first day of January in the year after the General Convention. Other legislation becomes effective when enacted. See Constitution Article XII, Canon V.1.6.

**Eucharist**

The liturgy for Holy Eucharist is offered daily at General Convention.

**Executive Council**

Elected by General Convention and the Provinces, the Executive Council carries out the programs and policies adopted by General Convention between meetings of Convention. The Executive Council also serves as the Board of Directors of the Domestic and Foreign Missionary Society (DFMS), the New York corporation that serves as the legal entity of The Episcopal Church; operates The Episcopal Church Center (ECC) in New York City; and employs staff to implement the Church's programs. See Canon I.4.1.

**Exhibits**

Vendors and organizations offer services and goods for sale and provide information in the exhibit hall.

**Failed**

A resolution or motion fails when it has not received a majority of the votes cast.

**Floor**

That part of the House chambers occupied solely by bishops or elected and certified deputies.

**Forums**

Evening meetings at which general interest topics are presented and attendance is open to all.

**Hearing**

A time scheduled by the legislative committee to receive testimony on specific resolutions or memorials. Only registered bishops, deputies, alternates, or visitors may testify at a hearing.

### **Hearing Schedule**

Posted daily by legislative committees to indicate times and places of hearings on specific resolutions.

### **Joint Session**

The meeting of both Houses of the Convention; held in the chambers of the House of Deputies. Two Joint Sessions are mandated: (1) the presentation of the nominees for Presiding Bishop by the Joint Nominating Committee for the Election of the Presiding Bishop, and (2) the budget presentation by PB&F. At the 78th General Convention, there will be a third joint session, a Mission Conversation.

### **Memorial**

In the legislative context, a memorial is comparable to a petition: a statement about a matter of great importance that urges the General Convention to take action. A memorial should present arguments for the proposed action, and may provide evidence of widespread concern for the matter being memorialized.

Memorials are referred to a legislative committee to inform their deliberations. Although not a resolution itself, a memorial informs committees as they perfect legislation. Memorials to General Convention have often been the catalyst for major initiatives or changes in the mission and ministry of The Episcopal Church.

### **Mind of the House**

A non-legislative expression of opinion by a majority of the members of one House.

### **Minority Report**

A minority or dissenting report by legislative committee members, who constitute less than the majority, submitted with the report of the legislative committee.

### **Motion**

A formal request by a member of the House that the House take a particular action. Usually commences with the words "I move that ..." A motion presented by a legislative committee does not require a second. A motion presented by an individual requires a second.

### **Passed**

When a matter before the House has received the required majority of votes. A simple majority (50% + 1) is required on most matters, though some matters require a two-thirds majority (for example, to suspend the Rules of Order.)

### **Platform**

The term used for those persons who manage the business of each House and who typically sit on a platform facing the membership on the floor.

### **Pre-filed Resolutions**

Resolutions received by the Secretary of the General Convention prior to Convention, which are distributed to the appropriate legislative committees prior to Convention and to bishops and deputies online.

### **Rejection**

A committee may recommend, with or without reasons, that a resolution be rejected.



**Re-referred**

The action of re-assigning a resolution from one legislative committee to another.

**Resolution**

The document, beginning with the word “Resolved,” which initiates legislation.

**Resolution Number**

The number that is assigned to a resolution as it moves through the legislative process. The letter attached to the number of a resolution (for example, the A in A005) identifies its source. A Resolutions are introduced by Interim Bodies and are published in *The Blue Book*; B Resolutions are introduced by bishops; C Resolutions are introduced by entities other than those reporting through *The Blue Book* (dioceses and provinces); and D Resolutions are introduced by deputies.

**Rules of Order**

The specific procedures the General Convention uses to organize or “order” its conduct and legislative business. There are three sets of Rules of Order: one for the House of Deputies, another for the House of Bishops, and the Joint Rules of Order pertaining to both Houses.

**Secretariat**

The administrative offices of the General Convention and each House of General Convention. At the 79<sup>th</sup> General Convention, the Secretariats will be housed together. Secretariats’ duties include processing and tracking legislation, creating minutes, and scheduling meetings.

**Sine Die**

Adjournment of the last legislative session; from the Latin, literally, “without date” for return.

**Special Order of Business**

An action taken to consider a resolution at a specific time and/or to consider it with special rules of debate — for example, reducing the duration of debate or the time for proposing amendments.

**Substitute Resolution**

Significant revisions of a resolution are sometimes proposed by re-writing the legislation, rather than changing the existing language.

**Suspend the Rules**

Action taken by a two-thirds majority vote of the House to temporarily alter the general or special Rules of Order that are otherwise applicable. Examples include continuing debate, considering a matter out of order, or permitting the introduction of a late resolution.

**Vote by Orders**

A vote taken in the House of Deputies, at the request of the clerical or lay representation from at least three dioceses, in which the vote of each order (clerical and lay) is counted separately. Each order in each diocese casts one vote, which is determined by the majority vote of the deputies present in that order. A divided vote occurs when the order’s deputies vote in a tie. See Constitution Article I.5.