

**BISHOP AND DEPUTY HANDBOOK**  
**76<sup>TH</sup> GENERAL CONVENTION, ANAHEIM, CALIFORNIA**

**INTRODUCTION**

The General Convention is the governing body of The Episcopal Church (TEC). The Convention is a bicameral legislature that includes the House of Deputies, which has more than 800 members (up to four clergy and four lay persons from each diocese), and the House of Bishops, which is comprised of nearly 300 active and retired bishops.

The Convention meets every three years. The upcoming meeting in Anaheim, California, will be the 76<sup>th</sup> General Convention of The Episcopal Church, which will meet for a ten-day legislative session. We shall come together to seek God’s will for the church in a planned, informed and prayerful way.

This handbook is a guide for bishops and deputies about the work of Convention and the process by which we will accomplish this work. It is the responsibility of each participant to give full and prayerful attention to all matters that will come before Convention.

**As you prepare for Convention, keep in mind that responsibilities for bishops and deputies at the 76<sup>th</sup> General Convention will include:**

- Adopting legislation of concern to the Church
- Amending the Book of Common Prayer, the Constitution, or the Canons of the Church
- Adopting a triennial budget for The Episcopal Church
- Electing candidates to offices and committees for the coming triennium

**Preparation by bishops and deputies for General Convention** includes studying the reports and proposed legislation from the Committees, Commissions, Agencies and Boards (CCABs) of the General Convention and the draft budget for the upcoming triennium. (*The Blue Book*, draft budget and an Orientation DVD will be sent to bishops and deputies in late April.)

Individual dioceses and provinces may provide opportunities to learn about issues facing General Convention. Some diocesan deputations have found it helpful to divide the researching of resolutions among their members before offering the work to the whole deputation for consideration.

Bishops and deputies will also want to study the Rules of Order of the House of Bishops or the Rules of Order of the House of Deputies and the Joint Rules of Order and Robert’s Rules of Order.

The *2006 Constitution and Canons*, including the Rules of Order, is available:

[http://www.churchpublishing.org/general\\_convention/](http://www.churchpublishing.org/general_convention/)

The GC2009 web site has additional resources, including pre-filed resolutions:

<http://www.episcopalchurch.org/gc2009/>

The Acts of Convention 1976-2006 are available on the Archives web site:

<http://www.episcopalarchives.org/e-archives/acts/>

Other resources for General Convention include an Orientation DVD that is being developed in preparation for Convention, Orientation Sessions at each Provincial Synod, and an Orientation Session offered at Convention.

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# THE TWO HOUSES OF GENERAL CONVENTION

Two Houses—Bishops and Deputies—comprise General Convention. They meet and act separately. Both Houses must concur to adopt legislation. One Joint Session will be held at the 76<sup>th</sup> General Convention, as required by the Canons. On the seventh day of Convention the Joint Standing Committee on Program, Budget and Finance will present the budget of The Episcopal Church. Joint Sessions are regular sessions, though no legislation is acted upon.

Each House's legislative routine includes considering reports on resolutions from legislative committees' hearings and discussions, debates and votes on resolutions before the House, and votes on nominees for offices and committees of the Church.

## HOUSE OF DEPUTIES (HD)

Deputations from each Episcopal Church diocese comprise the House of Deputies, which meets every three years at Convention. A diocesan deputation, elected by its diocese, may include up to four clergy and four lay members. The Rules of Order for the House of Deputies (HDRO) begin on p. 201 in the *2006 Constitution and Canons*.

### Officers

A simple majority elects the **President of the House of Deputies** for a three-year term commencing at the end of Convention and continuing through the subsequent Convention. A **Vice President** and a **Secretary** are elected. After confirmation by the House of Bishops, the Secretary also serves as the Secretary of General Convention, supporting the work of both Houses. A **Treasurer** is elected to oversee the Convention's financial matters.

## HOUSE OF BISHOPS (HB)

All bishops of The Episcopal Church, active or retired, comprise the House of Bishops. Because this House is made up of one Order, there are some differences in its organization from the House of Deputies. For example, voting procedures are different, and this House meets twice a year during the triennium in a non-legislative capacity. The minutes of the interim meetings of this House are recorded in the *Journal of the General Convention*. The Rules of Order for the House of Bishops (HBRO) begin on p. 185 in the *2006 Constitution and Canons*.

### Officers

The Presiding Bishop is the **President of the House of Bishops**. The House of Bishops elects a **Vice President** and a **Secretary**.

### HOUSE OF DEPUTIES DAILY CALENDAR

HDRO III 5, p. 201

1. Opening Prayer
2. Report on Certification of the Minutes
3. Communications from the President
4. Committee on Elections report
5. Committee on Dispatch of Business report  
(The President may recognize this committee for further reports, as required, at any time.)
6. Reports of the other legislative committees, in numerical order, as given in Rule 7
7. Special Committee reports
8. Joint Committees and Commissions in this order:  
1) Program, Budget and Finance; 2) Other Joint Standing Committees and 3) Joint Standing Commissions
9. Introduction of Resolutions
10. Business on the Calendar

### HOUSE OF BISHOPS DAILY CALENDAR

HBRO I, p. 185

1. Devotions
2. Roll Call
3. Minutes
4. New Members presentation
5. Communications from the Presiding Bishop
6. Committee on Dispatch of Business report
7. Petitions and Memorials
8. Messages from the House of Deputies
9. Motions of Reference
10. Legislative committees reports  
(See General Rule 1 for order)
11. Commission reports
12. Special Committees Reports
13. Miscellaneous Business

# LEGISLATIVE PROCESS

## BEFORE CONVENTION

Legislation to be considered at Convention is presented in the form of resolutions. Preparation for Convention begins in earnest when the Committees, Commissions, Agencies and Boards (CCABs) submit reports about the work they have accomplished during the preceding triennium.

These reports with attendant proposed legislation (“A” Resolutions) will be published in the *Report to the 76<sup>th</sup> General Convention* or *Blue Book*, as it is commonly called. At the same time, others are able to submit resolutions for consideration at Convention, including bishops (“B” resolutions); dioceses or provinces (“C” resolutions); and deputies (“D” resolutions).

Individual bishops and deputies may propose up to three resolutions. Resolutions proposed by a deputy must be endorsed by no fewer than two additional deputies. Resolutions proposed by a bishop must be endorsed by no fewer than two additional bishops, all from different dioceses. Instructions and the form for submitting resolutions are available:

<http://www.episcopalchurch.org/gc2009.htm>

The resolution writing guidelines are an important reference for drafting resolutions. For example, they explain:

- Phrasing of resolutions
- Do’s and don’ts for resolution text
- Phrasing a resolution that will propose amendment to the Constitution or Canons
- Including a resolve clause for funding implications in a resolution

Those submitting resolutions are encouraged to do so at least sixty days prior to Convention, so the resolution may receive full consideration. Resolutions that are submitted prior to April 24<sup>th</sup>, 2009 will be sent to the legislative committee chairs by May 13<sup>th</sup>. Resolutions that are submitted after this date will be sent as soon thereafter as possible. The final deadline for submitting resolutions is 5:00 p.m. on July 9<sup>th</sup>—the second legislative day—in the on-site General Convention Secretariat.

## LEGISLATIVE COMMITTEES

At the same time *Blue Book* reports are being prepared, the legislative committees are appointed. The President of the House of Deputies appoints the deputies. The Presiding Bishop appoints the bishops. A Chair, Vice Chair and Secretary are designated for each committee by the Presiding Officers.

In the House of Deputies the appointment process begins when each diocese notifies the General Convention Office of the election of its deputies and alternates. Data sheets containing committee preferences are collected from each deputy and are used in the appointment process.

Once a resolution has been submitted, one House is designated the House of Initial Action (HIA), and the resolution is assigned to a legislative committee by the Presiding Officers.

Legislative committees with identical names in both houses are referred to as “cognate committees.” In addition to the Joint Standing Committee on Program, Budget and Finance, there will be twenty legislative committees constituted at the 76<sup>th</sup> General Convention (for a list of committees and Chairs, see Appendix D).

The Presiding Officers may appoint committees to address subjects not covered by the legislative committees. Other committees, such as Committees of Conference, and courtesy committees to represent the Houses at special functions may be appointed.

Legislative committees must consider every assigned resolution, hold public hearings whose venues are posted at least four hours in advance, discuss its proposal with its cognate committee and develop a recommendation for the HIA to consider.

Registered bishops, deputies, alternates, and visitors may sign-up to address a legislative committee at a public hearing on a given topic or resolution.

Resolutions must also be reviewed by the Constitution and/or Canons legislative committees, if applicable, and by the Joint Standing Committee on Program, Budget and Finance (PB&F), if the resolution has funding implications.

## COMMITTEE RECOMMENDATIONS

After hearings and discussion, the legislative committee from the HIA can recommend to the House that a resolution be: 1) Adopted; 2) Adopted, but with amended or substituted text; 3) Rejected; 4) Referred to a CCAB; or 5) that the committee be Discharged from further consideration of it.

The resolution, with the committee's recommendation, is next placed on the Daily Calendar for floor debate and vote; or on the Consent Calendar, which is placed before the House. The HIA may then accept the committee's recommendation or provide its own. If the House rejects the resolution or discharges the committee from further consideration of it, it dies. If adopted, the resolution is sent to the second House's legislative committee, and follows the same process. If the Second House amends the resolution, it is sent back to the first House. A resolution only becomes an Act of Convention after both Houses adopt it in the identical language. (Legislative Process Chart, Appendix C)

## SPECIAL RULES

The order of business specified in the Rules of Order is followed, except when a House itself suspends the Order or the House sets a Special Order of Business to consider a particular matter. Some special rules are:

- Messages from the other House have priority.
- Messages requiring no action may be received by Title.
- Messages communicating any legislative action on the part of one House are referred to the proper Committee unless the House decides to consider a message without such referral.
- If the Committee to which a message is referred agrees with the cognate Committee's recommendation and the initiating House adopts that recommendation, the Committee in the other House can file its report on the resolution without meeting again, and it can be placed on the calendar for final action.

When a Committee reports on a message from the other House, "it shall continue to be the Order of the Day until final action thereon, and shall not be subject to any motion to postpone or lay on the table." Amendments may be made, but the final question on which the House votes is: "Shall this

House concur in the action of the House of \_\_\_ as communicated by Message No. ?" HDRO 46, 47 p. 216 and HBRO General Rule XXI, XXII p. 193.

## FLOOR DEBATE

Microphones in the House of Bishops are placed on the individual tables. In the House of Deputies microphones are located in the aisles, and those wishing to speak line up and wait to be recognized by the Presiding Officer. Debate in the House of Deputies is normally limited to three minutes for each speaker, but may be further limited or extended by vote of the House. Rules in both Houses stipulate that "no member shall speak more than twice in the same debate without leave of the House." HDRO 37 p. 214 and HBRO General Rule V p.189. Amendments or substitutes proposed from the floor must be presented in writing to the Secretary. Forms for amendments are available from the Secretariats.

On important matters the House may set a special order of business with special debate rules and a time limit. The House of Deputies may move into a Committee of the Whole. HDRO 53 p. 217.

## VOTING

Voting on most questions is by "voice vote," each bishop or deputy having a single vote. Deputies must be present and vote on all matters that come before the House.

At the 76<sup>th</sup> General Convention the House of Deputies interprets "voice vote" to include the use of an electronic keypad. Electronic voting procedures are published separately and reviewed during Orientation.

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. Any matter may be subject to a "vote by orders" at the request of the entire clerical or lay deputation from three dioceses.

In a vote "by Dioceses and Orders," each diocese has one vote each in the clerical and in the lay orders. Adoption requires a majority in the affirmative in an order. If the diocesan vote in an order is equally divided, it is recorded and not added to the affirmative total, effectively counting in the negative.

# CONVENTION SCHEDULE, TRIENNIUM BUDGET, AND ELECTIONS

Three Joint Standing Committees with members from both Houses—Planning and Arrangements, Nominations and Program, Budget and Finance (PB&F)—serve key roles in General Convention’s work. The first two work between Conventions. Although PB&F meets twice during the triennium and is represented by invitation on the Administration and Finance (A&F) Standing Committee of Executive Council, most of its work is accomplished during Convention.

## CONVENTION SCHEDULE

The Joint Standing Committee on Planning and Arrangements plans each Convention and proposes a schedule, which is in the committee’s *Blue Book* report. A first Act of Convention is to approve the schedule. (Draft schedule, Appendix B).

## 2010-2012 TRIENNIUM

### BUDGET

The Joint Standing Committee on Program, Budget and Finance (PB&F) is responsible for preparing the final budget that will be adopted by General Convention. The Executive Council, through its Administrative and Finance (A&F) Committee, develops a DRAFT budget, which is sent to PB&F four months before General Convention. It is also sent to bishops and deputies with *The Blue Book*.

PB&F is responsible for presenting a proposed budget in a Joint Legislative Session on the 7<sup>th</sup> legislative day. Prior to the budget presentation, PB&F holds open hearings on the Funding (Income); Program and Mission (Expense); and Canonical (Expense) sections of the proposed budget.

The budget of The Episcopal Church is voted on by the House of Deputies and the House of Bishops on the 8<sup>th</sup> legislative day.

## ELECTIONS AT THE 76<sup>TH</sup> GENERAL CONVENTION

### PRESIDENT OF THE HOUSE OF DEPUTIES

### VICE PRESIDENT OF THE HOUSE OF DEPUTIES HD elects

### SECRETARY OF THE GC TREASURER OF THE GC HD elects and HB confirms

### CHURCH PENSION FUND TRUSTEES

### HD elects and HB confirms: 12 persons for 6-year terms

### EXECUTIVE COUNCIL HB elects and HD confirms: 2 bishops for 6-year terms HD elects and HB confirms: 6 lay persons for 6-year terms 2 priests and/or deacons for 6-year terms

### COURT TRIAL OF A BISHOP HD elects

### 2 laypersons and 2 priests for 3- years terms HB elects 5 bishops for 3-year terms

### GENERAL BOARD OF EXAMINING CHAPLAINS

### HB elects and HD confirms: 1 bishop for a 6-year term 3 lay persons for 6-year terms 3 faculty members for 6-year terms 3 presbyters for 6-year terms

### GENERAL THEOLOGICAL SEMINARY TRUSTEES

### HB elects and HD confirms: 2 bishops for 3-year terms HD elects and HB confirms: 2 lay persons for 3-year terms 2 priests and/or deacons for 3-year terms

## ELECTIONS

The House of Deputies and House of Bishops will elect persons to various offices in the coming triennium. Depending on the office, one House elects and the other House confirms. The House of Deputies will elect a Secretary and a Treasurer of General Convention, while the House of Bishops will confirm each of these elections.

Nominees have been chosen to stand for election to each position. For example, the Joint Standing Committee on Nominations has prepared a slate of nominees for the Church Pension Fund, the Executive Council, the General Board of Examining Chaplains, the Court Trial of a Bishop, and the Board of General Theological Seminary (see table). *The Blue Book* includes biographies of these nominees. For most offices nominations are also accepted from the floor.

By the 7<sup>th</sup> day, the House of Deputies must elect a President and Vice President. The President will be nominated and elected first, because Canon 1.1(b) provides that if the President is a priest or deacon, the Vice President shall be a lay person. At Convention’s adjournment these officers take office and serve through the 2012 Convention.

# THE CLOSE OF CONVENTION

## THE LAST LEGISLATIVE DAY

On the last day of Convention the House of Deputies and House of Bishops must complete all action on matters submitted to them, including matters sent from the other House. If time is lacking for adequate consideration of any important matter, it may be referred by concurrent action to a CCAB for further study. Any matter not so referred or otherwise disposed of by joint action dies.

A committee of two persons must be appointed by the Committee on Constitution and Canons to certify all changes in the Constitution and Canons as a result of Convention actions. They shall confirm the same to the Secretary of General Convention, who oversees the publication of the revised *Constitution and Canons*, published in January, 2010.

Resolutions of courtesy and appreciation are normally adopted on the final day, as are “mind of the House” resolutions that do not require concurrent 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, adjournment *sine die* is in order. The 76<sup>th</sup> General Convention will adjourn after joint prayers of the House of Deputies and the House of Bishops.

## LEGISLATION POST-CONVENTION

A list of concurred actions, called the *Summary of Actions*, is published within 30 days of Convention’s adjournment. The document is posted electronically and mailed to bishops and deputies along with the Pastoral Letter put forth by the House of Bishops.

As one Convention finishes, it creates or continues Standing Committees, Commissions, Agencies and Boards (CCABs). Judgments about future legislation benefit from consideration and study, so Convention may refer resolutions to a CCAB.

CCABs are not the same as the legislative committees that serve Convention. The legislative committees are discharged at the end of Convention and have no further duties.

Membership in these bodies includes bishops (appointed by the Presiding Bishop) and priests or deacons and lay persons (appointed by the President of the House of Deputies).

- **Joint** indicates both Houses authorized the group.
- **Standing** indicates a continuing committee or commission that does not require reauthorization at each Convention.
- **Committee** indicates that members must be drawn from the two Houses. For example, if a bishop or deputy serving at the 76<sup>th</sup> GC is appointed to the Joint Standing Committee on PB&F, but will not be seated as a bishop or re-elected as a deputy for the 77<sup>th</sup> GC, the Presiding Officer must replace the person.
- **Commission** indicates membership may be drawn from the church—at-large, not limited to the two Houses. Thus, specific expertise from the church may be recruited to accomplish a commission’s charge.

The *Journal of the General Convention* will list the Committees, Commissions, Agencies and Boards authorized for the triennium and the members appointed to them.

Nomination forms for CCABs will be made available. Forms may be submitted or mailed to the General Convention office by July 30, 2009.

## ADDITIONAL INFORMATION

### CONVENTION SECRETARIATS

The General Convention Secretariat and the Secretariats of the House of Deputies and the House of Bishops each has an on-site office. Staff is available in each Secretariat to provide assistance during the Convention.

Information on the status of legislation will be available outside the Secretariat offices. Volunteers will direct visitors to the hearing rooms where legislation is being considered, review the daily calendars, and provide status reports on legislation coming to the floor of Convention.

The times and locations of legislative committee hearings are posted in as many locations as possible at least four hours prior to a hearing. Every proposed resolution will be posted for a hearing. To testify at a hearing one must be registered as a bishop, deputy, alternate, or visitor.

An orientation for visitors will be offered twice a day.

### POST-CONVENTION PUBLICATIONS

The minutes of both Houses are published in the *Journal of the General Convention* including all Acts of Convention. The *Constitution and Canons*—English and Spanish versions—are updated and published, as is the triennial budget as adopted by Convention. These publications and the *Summary of Actions* are made available to all bishops, deputies and others who have registered to receive all legislative materials. Each publication is posted electronically on The Episcopal Church website:

[www.episcopalchurch.org](http://www.episcopalchurch.org)

### A BRIEF HISTORY

The General Convention of The Episcopal Church will gather in July 2009, for the 76th time since it first met in Philadelphia in 1785. The first two General Conventions met as a single house, because there were no American bishops. The third General Convention met in two sessions in Philadelphia in 1789. The first session met as a single House, presided over by Bishop William White of Pennsylvania. The second session marked the first meeting with a bicameral legislature: Bishop Samuel Seabury of Connecticut joined Bishop White in the first separate House of Bishops, and the House of Deputies elected the Reverend William Smith of Maryland as its first president.

Early General Conventions wrote a constitution, revised the English Book of Common Prayer and created a bicameral legislature for church governance. This two-house system for decision-making was ground-breaking for its day: both houses (bishops and deputies) must concur before legislation is enacted. During the Civil War the General Convention continued to meet, and the southern dioceses were reported as absent, although many of them had organized as the Protestant Episcopal Church in the Confederate States of America. These dioceses quietly rejoined the General Convention in the first months after the war's end.

Since 1874, The Episcopal Church Women's Triennial has met simultaneously with the General Convention. In 1970, at the 63rd General Convention, the first women deputies were seated; in 1976, the General Convention voted for the ordination of women to the priesthood and episcopate; and in 1991 the first woman bishop participated as a bishop at General Convention.

The civil unrest that the United States experienced in the 1960's also affected The Episcopal Church, as people of color rightfully claimed full participation in the church. In a rare occurrence, the General Convention met for a special meeting in 1969 to hear and respond to their needs. A long-standing commitment to anti-racism continues, having been re-affirmed by recent conventions.

The General Convention has debated the issue of human sexuality for thirty years. In 1991, the General Convention mandated a Church-wide study, and in 1994, the House of Bishop's Theology Committee presented a paper to the Convention for consideration. The 74th General Convention (2003) adopted approximately 396 resolutions, one of which was the confirmation of the election of the Bishop of New Hampshire, a person living in a same-sex relationship. This action elicited strong response from several provinces of the Anglican Communion.

The General Convention of The Episcopal Church deliberates on the issues of the day and responds to them, informed by Holy Scripture, tradition and reason. The Convention is open to the guidance of the Holy Spirit, as it attempts to embody the Gospel of Christ in the life and work of The Episcopal Church.

## TERMS TO KNOW (APPENDIX A)

Constitutional, Canonical and Rules of Order references, including page numbers, refer to the 2006 edition of the published *Constitution & Canons* which is available online: [http://www.churchpublishing.org/general\\_convention/](http://www.churchpublishing.org/general_convention/)

**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 (striking) and/or adding words or phrases.

**CHAIR** The presiding officer of the House or of a Committee.

**COMMISSIONS, STANDING** Meet during triennium to study/make recommendations to General Convention on major subjects of continuing concern to the Church. For a listing, see Canon I.1.2(n) p. 16.

**COMMISSIONS, JOINT STANDING** Meet during triennium to study/make recommendations to General Convention on specific matters during a single interval between two General Convention meetings.

**COMMITTEES, LEGISLATIVE** Each House, by its respective rules, has designated legislative committees, which meet and act during the course of General Convention. Because each House has a committee with the same mandate, it is called a “cognate” Committee. These usually meet and hear testimony together, though sometimes deliberate separately. For a legislative committee listing, see HDRO IV.7 p.203, HBRO I p.188, Appendix D.

**COGNATE COMMITTEES** See Committees, Legislative.

**COMMITTEE OF CONFERENCE** If one House has amended the action taken by the other House, the Presiding Officers may appoint a Committee of Conference in an effort to agree upon identical language. Both Houses must then consider adoption of the report of the Committee of Conference. HDRO 48, p. 216.

**COMMITTEES, JOINT STANDING** Joint Rules 10, 17 and 18, p. 222-227, provide for three Joint Standing Committees (JSC) and Canon I.2.1(a) p. 26 provides for an additional JSC:

- (i) JSC on Program, Budget and Finance
- (ii) JSC on Planning and Arrangements
- (iii) JSC on Nominations
- (iv) JSC for the Election of the Presiding Bishop

**COMMITTEE REPORT** The means by which a Legislative committee submits to the House its recommendation for a resolution. The committee can recommend that the resolution be: Adopted, Adopted with amendment or substituted text, Rejected or Referred to a CCAB. The committee can also

recommend that it be discharged from further consideration of the resolution. HDRO IV.12(h) p.205, HBRO XIII p.190.

**CONCUR** One House approves the same text as the other House, making it an Act of Convention.

**CONSENT CALENDAR** The Calendar is used to bring to a vote in the House, without debate, matters deemed non-controversial by the appropriate legislative committee. There is a process for removing a matter from the Consent Calendar and placing it on the Daily Calendar, where, when considered by the House, debate is permitted. HDRO 6, p. 202.

**DAILY CALENDAR** The document prepared by the Committee on Dispatch of Business, setting forth the resolutions, by alpha-number, which are proposed for consideration on a specific day.

**DEPUTY CERTIFICATION** A deputy name tag is required for admission to the House of Deputies. When a Deputy asks an alternate to sit for him or her, both parties must go to Certification to switch name tags.

**DISPATCH OF BUSINESS** Each House has a Committee on Dispatch of Business that schedules its Daily Calendar.

**DIVISION OF THE HOUSE** A request for a physical count of the “yea” and “nay” 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 January 1<sup>st</sup> after General Convention. Constitution XII, p. 9 and Canons V.1.6, p. 182. Other legislation becomes effective when enacted.

**EUCHARIST** Each day there is a service of Holy Eucharist.

**EXECUTIVE COUNCIL** Elected by General Convention and the Provinces, Executive Council carries out the programs and policies adopted by General Convention between meetings of Convention. 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 and financial identity of The Episcopal Church, operates The Episcopal Church Center (ECC) in New York City, and employs a staff that carries out the program of the Church. Canon I.4.1 p. 30.



**EXHIBITS** Vendors and organizations from within and outside the church offer services and goods for sale and solicit membership from conventioners in the Exhibit Hall.

**FAILED** A resolution has failed when it has not received a majority of the votes cast.

**FLOOR** That part of the House chambers occupied solely by elected deputies or bishops.

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

**HEARING SCHEDULE** Each legislative committee that has business before it posts, on a daily basis, a written notice that indicates the time and place of hearings on specific resolutions. HDRO 12(d), p.204.

**JOINT SESSION** The two Houses meeting together in the HD chambers. Two Joint Sessions are mandated—the presentation of the nominees for Presiding Bishop by the JSC on the Election of the Presiding Bishop, and the budget presentation by the JSC on PB&F.

**MEMORIALS** A written submission from individuals or organizations urging action by the Convention on matters to come before it. A memorial is not a resolution even if it contains the form of a resolution. HDRO 22(a), p. 208.

**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. HDRO 12(h), p. 205.

**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.

**MOVE THE PREVIOUS QUESTION** Motion to end debate on the matter before the House.

**PASSED** When the matter before the House has received the requisite majority of votes, i.e., a simple majority (50% + 1) as required on most matters or a two-thirds majority when required, (e.g., to suspend the Rules of Order).

**PLATFORM** The term used for those persons who manage the business of each House and who 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

legislative committees prior to Convention and to bishops and deputies at registration.

**REFERRED FOR INTERIM STUDY** One action a legislative committee may take on a resolution, if it believes additional study during the next triennium is desirable.

**REJECTION** Recommendation a committee may make on a resolution, with or without reasons. HDRO 12(h)(2), p.205.

**RE-REFERRED** Re-assigning a resolution from one legislative committee to another.

**RESOLUTION** The document which initiates legislation, beginning with the word “Resolved.” The persons and bodies entitled to introduce resolutions and the technical requirements are stated in HDRO 21(a), p. 207, HBRO IV, p. 189.

**RESOLUTION NUMBER** The number assigned to a resolution, used as it moves through the legislative process. The letter identifies its source:

“**A**” resolutions are introduced by CCABs and 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*, chiefly dioceses and provinces.

“**D**” resolutions are introduced by deputies.

**SECRETARIAT** Each House of General Convention has an administrative office whose duties include processing and tracking legislation, creating minutes and scheduling meetings. There is also a General Convention Secretariat.

**SINE DIE** Adjournment of the last legislative session—literally “without date” for return.

**SPECIAL ORDER OF BUSINESS** Action taken to consider a resolution at a specific time and/or to consider it with special rules of debate (e.g., the duration for debate or time for amendments).

**SUBSTITUTE RESOLUTION** Significant revisions of a resolution are sometimes proposed by re-writing it, instead of changing the existing language.

**SUSPEND THE RULES** Action taken by a two-thirds majority vote of the House to alter temporarily the general or special Rules of Order otherwise applicable (e.g., to continue debate, consider a matter out of order or permit the introduction of a late resolution).

**VOTE BY ORDERS** A vote taken in the HD 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, determined by the majority vote of the deputies present in that order. A divided vote in an order occurs when the deputies in that order vote in a tie. Constitution I.5, p. 2.

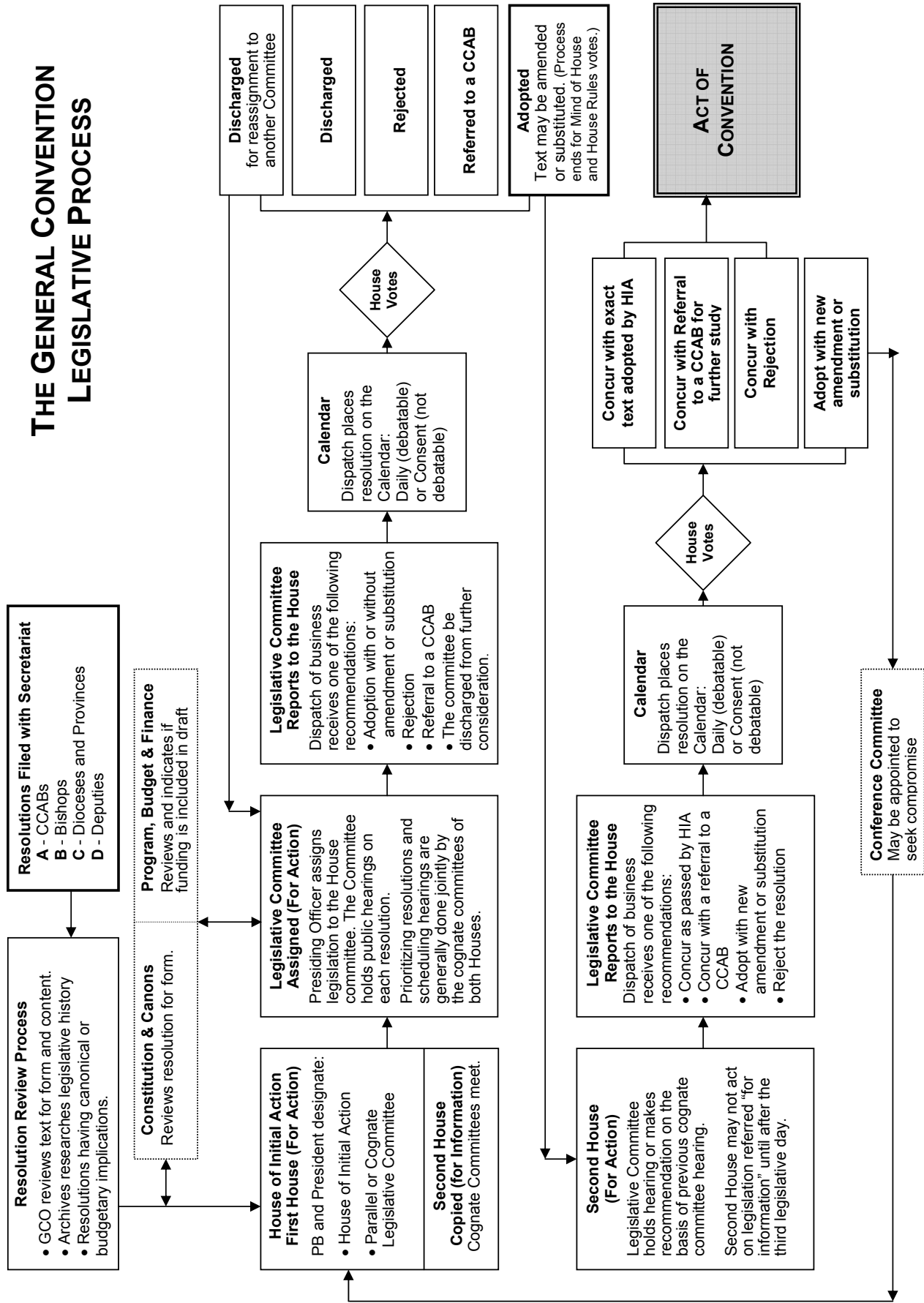
# 76th General Convention Schedule - DRAFT Anaheim, 2009

	Sun 7/5	Mon 7/6	Tues 7/7	Wed 7/8	Thurs 7/9	Fri 7/10	Sat 7/11	Sun 7/12	Mon 7/13	Tues 7/14	Wed 7/15	Thurs 7/16	10th Day Fri 7/17
7:00				Deputy Certification 6:30 - 7:30		Deputy Certification 7:00 - 8:00				Deputy Certification 7:00 - 8:00			
8:00	Legislative Committees 8:00 - 12:00			Legislative Session 8:00 - 9:00	Legislative Committees 7:30 - 10:15	Legislative Committees 7:30-9:00	Legislative Committees 7:30-9:00		Legislative Committees 7:30 - 9:00	Legislative Committees 7:30 - 9:00			Deputy Certification 8AM-9AM
9:00	New Deputy Orientation 9:00 - 5:00			Opening Eucharist 9:15-10:30	Mission Conversation 10:45 - 11:30	Legislative Session 9:30-11:15	Legislative Session 9:30-11:15		Legislative Session 9:30-11:15	Legislative Session 9:30-11:15			Legislative Session 9:00-11:15
10:00	Deputy Certification 9:00 - 5:00			Legislative Committees 11:00 - 12:30	Community Eucharist 11:30 - 12:45	Community Eucharist 11:30 - 12:45	Community Eucharist 11:30 - 12:45	UTO Ingathering & Eucharist 10:00	Community Eucharist 11:30 - 12:45	Community Eucharist 11:30 - 12:45			Closing Eucharist 11:30-12:45
11:00	9:00 - 5:00 REGISTRATION FOR ALL & Deputy Certification			Deputy Certification 11:30-1:00	Deputy	Community Eucharist 11:30 - 12:45	Community Eucharist 11:30 - 12:45		Community Eucharist 11:30 - 12:45	Community Eucharist 11:30 - 12:45			
Noon	Volunteer Supervisors Gathering and Secretariat			PB&F Hearing Budget Priorities 12:30-1:30	Deputy Certification 11:30-1:00	Community Eucharist 11:30 - 12:45	Community Eucharist 11:30 - 12:45		Community Eucharist 11:30 - 12:45	Community Eucharist 11:30 - 12:45			
1:00	Includes lunch and orientation			EXHIBITS Open 12:00	Deputy	Community Eucharist 11:30 - 12:45	Community Eucharist 11:30 - 12:45		Community Eucharist 11:30 - 12:45	Community Eucharist 11:30 - 12:45			
2:00						Leg Comm Chairs Lunch 12:45 - 2:00	Leg Comm Chairs Lunch 12:45 - 2:00		Leg Comm Chairs Lunch 12:45 - 2:00	Leg Comm Chairs Lunch 12:45 - 2:00			
3:00	Legislative Committee Officers and Legislative Aides			PB/Pres HD Presentation to Convention 2:00 - 2:45	Legislative Committees 2:00 - 4:00	Leg. Session 2:00 - 6:00	Leg. Session 2:00 - 5:00		Leg. Session 2:00 - 6:00	Leg. Session 2:00 - 6:00			
4:00	ORIENTATION 2:00 - 5:00			2:45-3:45 Intro to Mission Conversation through Public Narrative	Legislative Session 4:30 - 6:00	Leg. Session 2:00 - 6:00	Leg. Session 2:00 - 5:00		Leg. Session 3:00 - 6:00	Leg. Session 3:00 - 6:00			
5:00				ORIENTATION 4:50-5:30 Deputies 4:50-5:30 Bishops	RESOLUTION Filing Deadline 5:00	Leg. Session 2:00 - 6:00	Leg. Session 2:00 - 5:00		Leg. Session 3:00 - 6:00	Leg. Session 3:00 - 6:00			
6:00						Leg. Session 2:00 - 6:00	Leg. Session 2:00 - 5:00		Leg. Session 3:00 - 6:00	Leg. Session 3:00 - 6:00			
7:00						Legislative Committees 7:00 - 9:00	Legislative Committees 7:00 - 9:00		Legislative Committees 7:00 - 9:00	Legislative Committees 7:00 - 9:00			
8:00						PB&F & OTHER HEARINGS* 7:30-9:00 (Thurs. & Fri.)	PB&F & OTHER HEARINGS* 7:30-9:00 (Thurs. & Fri.)		PB&F & OTHER HEARINGS* 7:30-9:00 (Thurs. & Fri.)	PB&F & OTHER HEARINGS* 7:30-9:00 (Thurs. & Fri.)			
9:00						Legislative Committees 7:00 - 9:00	Legislative Committees 7:00 - 9:00		Legislative Committees 7:00 - 9:00	Legislative Committees 7:00 - 9:00			

as of 7/22/2008

\* Check bulletin board for Legislative Hearings

# THE GENERAL CONVENTION LEGISLATIVE PROCESS



## LEGISLATIVE COMMITTEES CHAIRS (APPENDIX D)

The legislative committee chairs for the 76th General Convention are listed in this table. The Chair and Vice Chair of PB&F are included because it is a joint standing committee of both Houses. Committees that will not be constituted at this Convention, include The committees on Miscellaneous Resolutions (20), Privilege and Courtesy (21). Other special committees, for example, Committees of Conference, and courtesy committees to represent the Houses at religious or civic functions, or to take greetings to other organizations may be appointed at the discretion of the Presiding Officers to address subjects not covered by the legislative committees.

LEGISLATIVE COMMITTEE	DEPUTIES	BISHOPS
01 Dispatch of Business	The Rev. James Simons	The Rt. Rev. Wayne Wright
02 Certification of Minutes	Ms. Linda Freeman	The Rt. Rev. Don Johnson
03 Rules of Order	The Rev. Brian Prior	The Rt. Rev. Kenneth Price
04 Constitution	Mr. William Cathcart	The Rt. Rev. Neff Powell
05 Canons	Mr. Tom Little	The Rt. Rev. Catherine Waynick
06 Structure	Mr. David Pitts	The Rt. Rev. James Curry
07 Consecration of Bishops	Ms. Lynn Schmissrauter	The Rt. Rev. Neil Alexander
08 World Mission	The Rev. Gay Jennings	The Rt. Rev. Geralyn Wolf
09 National and International Concerns	TBD	The Rt. Rev. John Chane
10 Social and Urban Affairs	Ms. Diane Pollard	The Rt. Rev. Bavi Rivera
11 Church in Small Communities	The Rev. Ivette Linares	The Rt. Rev. Thomas Ely
12 Evangelism	The Rev. David Ota	The Rt. Rev. David Jones
13 Prayer Book, Liturgy and Church Music	The Very Rev. Sam Candler	The Rt. Rev. G. Wayne Smith
14 Ministry	The Rev. Silvestre Romero	The Rt. Rev. Barry Howe
15 Education	Mr. Scott Evenbeck	The Rt. Rev. John Rabb
16 Church Pension Group	Ms. Kathryn Weathersby McCormick	The Rt. Rev. Gayle Harris
17 Stewardship and Development	Ms. Pat Abrams	The Rt. Rev. Bud Shand
18 Eccumenical Relations	Ms. Cecily Sawyer Harmon	The Rt. Rev. Edwin Gulick
19 Communications	The Rev. Peter Strimer	The Rt. Rev. Kirk Smith
22 Committees and Commissions	TBD	TBD
23 Credentials	The Rev. Elizabeth Tattersall	
25 Joint Standing Committee on Program, Budget and Finance (PB&F)	Ms. Pan Adams	

# A RICH HISTORY: WHY WE ARE DEPUTIES AND NOT DELEGATES

by Bonnie Anderson, D.D. *President, the House of Deputies*

## dep•u•ty (dĕp'y-tē)

n., pl. -ties.

1 A person appointed or empowered to act for another.

2 An assistant exercising full authority in the absence of his or her superior and equal authority in emergencies: a deputy to the sheriff.

3 A representative in a legislative body in certain countries.

n. - suplente, sustituto, representante, delegado

adj. - suplente, sustituto

adjoint, remplaçant, suppléant, délégué<sup>1</sup>

To understand the role of the General Convention deputy today it is important to look to the beginnings of The Episcopal Church and the context in which The Episcopal Church was born: we are informed by our history.

The first General Convention of The Episcopal Church convened in 1785, with 26 lay and 16 clergy deputies present. The attendees were referred to as deputies. The “journal” from the 1785 convention reads, “Clerical and Lay Deputies from several states assembled; and judging it proper to wait the arrival of the Deputies from other states, Adjourned until tomorrow at ten o’clock.”<sup>2</sup> By 1792, the journal had adopted the usage of the “House of Clerical and Lay Deputies” in order to distinguish the establishment of a separate House of Bishops, which joined the Convention in 1789. The present day name of “The House of Deputies” was not formally inserted into the Constitution until 1886, although the term was found in the Constitution as early as 1832 as a way of clearly distinguishing the responsibilities of the clerical and lay body from the growing influence of the House of Bishops.

In an 1839 edition of “A Dictionary of the Church” the word “delegate” and “deputy” are used interchangeably. Delegates to the General Convention are defined as the clergy and laity chosen as representatives by the conventions of the dioceses they represent. The dictionary also takes care, however, to define the special usage of Convention “deputies”: “Those clergymen and laymen who are sent or deputed to attend the conventions of the Church.”<sup>3</sup> The melding of the two concepts, although built as they are on a fine distinction, underplays the historical usage of deputy to signify a position of importance in the representative polity of the early American church.

Early diocesan councils borrowed the word deputy from its contemporary use in describing representatives to the colonial legislatures, particularly those who were elected to bicameral bodies in contrast to appointed representatives who were more frequently called delegates.<sup>4</sup>

Not surprisingly, the earliest Diocesan conventions adopted existing legislative models. The American Episcopal Church was not immune to revolutionary ideas of the English reformation, including representative governance in Church affairs, and these ideas prevailed in the early Church councils.<sup>5</sup> Representatives to Church councils were deputized to act fully and freely on behalf of what they thought to be the best interests of the Church while they deliberated in the confines of Council.

Understanding of the meaning and evolution of the word “deputy” also sheds light upon the role of today’s deputy. Specific word use in the early days of The Episcopal Church was important. As the church’s roots lay in the Revolution, it is likely church founders chose with care the language associated with church governance. A brief look at the word “deputy” reveals roots in the Middle English word, “deputen”, derived from Old French “deputer,” from Late Latin “dputre, meaning to consider, or ponder. Our English word deputy means to appoint or authorize as an agent or a representative, or to assign (authority or duties) to another.”<sup>6</sup> The concept of a deputy as a fully independent representative is suggested by a 1901 Constitutional change that proposed admitting Missionary District “delegates” as representatives to Convention with seat but with limited voting rights.<sup>7</sup> The wording was amended to deputy in the final text to grant honor in name to the representatives of missionary jurisdictions.

In her opening address as President of the House of Deputies to the 73rd General Convention, Dr. Pamela Chinnis stated, “The House of Deputies was a complete innovation when this church was organized following the American Revolution. It gives clergy and laity an equal voice with bishops in determining policy, establishing our legal framework, and maintaining a living liturgical life.”<sup>8</sup> Similarly, in his Arrington Lectures, The Rev. Canon James Gundrum states, “As far as the English churches in America are concerned, it is important to remember that an overwhelming majority of the churches were dedicated to a republican form of government for the colonies, as well as the whole Revolutionary cause.”<sup>9</sup>

The nature of the events that took place in America between 1782 and 1789, and the use and meaning of the word “deputy” help us to understand our role as deputies today. Each deputy is elected to General Convention by his or her own diocese. As deputies, we know our diocese and the people of the diocese know us. We are not elected simply to represent the views of our diocese or any particular constituency. Deputies are extraordinary representatives who, “Ideally...should reflect the will of the whole Church, act for the whole Church, and speak to the whole Church.”<sup>10</sup>

We are deputies because we are trusted by our diocese and by the deputies from other dioceses to be informed and to prepare ourselves through study and prayer prior to General Convention. While at General Convention deputies are charged to listen to other deputies, bishops and guests, to share our own thoughts and ideas while we are at General Convention, and to attend and vote at all legislative sessions. We are trusted to cast our votes, informed by prayer, factual information and the workings of the Holy Spirit. We have a responsibility to report back to our diocese after General Convention and, to the best of our abilities, convey how we voted in light of what we experienced and what we learned.

Most importantly, it is our primary responsibility as deputies to watch for, to expect, to pray for and to be open to the Holy Spirit.

“We are governed, or seek to be governed in Church affairs, by the Mind of the Will of God. To this end the Holy Spirit dwells in the Church and presides in its councils. What a Church council seeks by its

debates and votes to ascertain is, not the mind of the majority of its Church members, but the Mind of the Spirit.”<sup>11</sup>

## NOTES:

<sup>1</sup> The American Heritage Dictionary of the English Language. 4th ed. (Boston: Houghton Mifflin Co., 2003), deputy.

<sup>2</sup> Journal of a Convention in the Protestant Episcopal Church in the States of New York, New Jersey, Pennsylvania, Delaware, Maryland, Virginia and South Carolina; held in Christ Church in the City of Philadelphia, from September 27 to October 7, 1785. (Philadelphia: Hall and Sellers, 1785), 5.

<sup>3</sup> Staunton, The Rev. William. A Dictionary of the Church, Containing an Exposition of Terms, Phrases, and Subjects, Connected with the External Orders, Sacraments, Worship and Usages of the Protestant Episcopal Church. With an Especial Reference to the Church in the United States. 2nd ed. (New York: Louis Sherman at the Protestant Episcopal Press, 1839), Delegates, Deputies.

<sup>4</sup> Kammen, Michael. Deputies & Libertyes: The Origins of Representative Government in Colonial America. (New York: Alfred A. Knopf, 1969), 20.

<sup>5</sup> Mills, Frederick V. Sr. Bishops By Ballot: An Eighteenth Century Ecclesiastical Revolution. (New York: Oxford University Press, 1978).

<sup>6</sup> The American Heritage Dictionary of the English Language, deputy.

<sup>7</sup> The Journal of Bishops Clergy and Laity Assembled in General Convention in the City of San Francisco on the First Wednesday in October A.D. 1901 with Appendices. (Boston: Alfred Mudge & Sons, 1902), 194 and 244.

<sup>8</sup> Chinnis, Pamela P. Opening Address from the Chair, House of Deputies, 73rd General Convention of The Episcopal Church, Denver, CO, July 5, 2000.

<sup>9</sup> Gundrum, The Rev. Canon James R. Arrington Lectures, University of the South, 1982.

<sup>10</sup> “Report of the Joint Commission on Structure of the General Convention and Provinces.” In Journal of the General Convention of The Episcopal Church. (1967), Appendix 33, 1.

<sup>11</sup> Grafton, The Rt. Rev. Charles C. “Proportionate Representation in the House of Deputies.” In The Works of the Rt. Rev. Charles C. Grafton, Volume 7, edited by B. Talbot Rogers. (New York: Longmans, Green, 1914), 201.

Research assistance from The Archives of The Episcopal Church.