

# **Commission on Discipline Codification**

Bishop Brian R. Thompson, DMin, Chairman

Bishop Michael A. Frencher, Sr., DMin, 1<sup>st</sup> Vice-Chairman

Bishop Warren M. Brown, D.D., 2<sup>nd</sup> Vice-Chairman

Ms. Ashley Charles, 3<sup>rd</sup> Vice-Chairwoman

The Reverend J. Elvin Sadler, DMin, General Secretary-Auditor, Consultant

## **Process for Moving Resolutions to Legislation**

This process is developed to provide greater clarity of the legislative process used to move resolutions to possible legislation and codification in the Book of Discipline:

### **Pre-General Conference Processes**

- Resolutions are submitted by duly elected General Conference delegates to their respective Annual Conference.
- Administrative Boards, Standing Committees, and Constituted Bodies (CLC, and WH&OMS) may submit resolutions to the Office of the General Secretary-Auditor.
- The compilation of approved resolutions is submitted to the Office of the General Secretary-Auditor by the respective Annual Conference Secretary, Administrative Board, and Constituted Body NOT LATER THAN 120 days prior to the ensuing General Conference.
- The Office of the General Secretary-Auditor compiles all Annual Conference resolutions into The General Conference Resolutions Booklet and submits to each General Conference delegate 60 days prior to the ensuing General Conference for review and discussion.
  - The Office of the General Secretary-Auditor coordinates with the General Conference Committee on Resolutions to begin the process of reviewing and determining whether resolutions are deemed to have merit or non-merit (it is recommended that Resolutions Committee meets at least 30 days prior to the opening of the General Conference to prepare report).
  - The Office of the General Secretary-Auditor meets with the Chairs of Resolutions, Revisions and Executive and Judiciary at least 30 days prior to the opening of the General Conference, to clarify and coordinate the legislative process.
  - The Office of the General Secretary-Auditor meets with the Chairs of each Interface Committee to go over their roles and responsibilities at least 45 days before the opening of the General Conference.
  - Each General Conference Interface Committee is encouraged to meet with their respective Committees virtually, before the opening of the General Conference, to organize, coordinate and set expectations for their respective committee.

### **General Conference Processes**

- After the official opening of the General Conference, the Resolutions Committee presents their report to the General Conference Delegation of their findings of merit/non-merit.

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- For resolutions finding merit and approved (concurred) by the Body, they are remanded to the respective Interface Committee.
- For resolutions finding non-merit but determined by the Body to have merit (non-concurrence), they are remanded to the respective Interface Committee.
- For resolutions finding non-merit and concurrence from the Body are deemed dead for any action.
- Interface Committees begin their work on the respective resolutions given to them and determine:
  - Relevance/non-relevance of Resolution,
  - Refining of language for clarity,
  - Correlation with existing language in the Book of Discipline,
  - Suggested placement in the Book of Discipline,
  - Process for implementation of the Resolution.
  - Submission to Executive and Judiciary Business for their review.
- Executive and Judiciary Business reviews resolutions coming out of Interface and determines further:
  - Relevance/non-relevance of Resolution,
  - Refining of language for clarity,
  - Coordination/ with existing language in the Book of Discipline,
  - Suggested placement in the Book of Discipline,
  - Refining of process for implementation of the Resolution,
  - Submission to Revisions for final review.
- Revisions reviews all resolutions coming from Executive and Judiciary Business and Interface Committees and determines final:
  - Relevance/non-relevance of Resolution,
  - Refining of language for clarity,
  - Correlation/ with existing language in the Book of Discipline,
  - Suggested placement in the Book of Discipline,
  - Refining of process for implementation of the Resolution.
  - Prepares next to final report to go to Body for final disposition.
- Revisions presents report to Body, to determine concurrence, non-concurrence, and disposition of refined resolutions:
  - Resolutions finding merit and concurrence become passed legislation to be placed in the Book of Discipline.
  - Resolutions finding non-merit and non-concurrence, and motion to approve and passed become passed legislation to be placed in the Book of Discipline.
  - Resolutions finding non-merit and concurrence do not become legislation to be placed in the Book of Discipline.

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- Resolutions finding non-merit and non-concurrence and motion to approve, and motion failed do not become legislation to be placed in the Book of Discipline.
- Revisions Committee presents final report to Secretariat for inclusion in the minutes.

## Post General Conference Processes

- Once General Conference officially ends, the verification and validation process begins with the following:
  - **The Compilation Committee** takes the minutes supplied by the General Secretary-Auditor from the Secretariat, which has been approved by the General Conference Body, to validate and certify.
  - Once certified, the Compilation Committee presents certified copy of the minutes to the General Secretary-Auditor.
  - The General Secretary-Auditor presents certified minutes to **the Commission on Discipline Codification** to do the following:
    - Refining of language for clarity of legislation,
    - Correlation with existing legislative language in the Book of Discipline,
      - For legislation that contradicts or violates existing legislation, it is determined, upon conferral with the Board of Bishops, where legislation will be placed (coded or non-coded [appendix] in the Book of Discipline),
    - Verification of process for implementation of the Resolution,
    - Codifying and placement in the Book of Discipline,
    - Tentative approval of Book of Discipline, by Commission, including new legislation, pending Board of Bishops review,
    - Review and approval by Board of Bishops of the tentatively approved Book of Discipline,
    - Final approval of Book of Discipline, by Commission, including new legislation,
    - Submission to Publishing House for publishing and distribution.
- **Note.** A new sub committee has been created and approved by the Commission on Discipline Codification called **The Codifying Sub-Committee**. The Committee is composed of the GSA, 3<sup>rd</sup> Vice-Chair, Chairs of Resolutions, Executive and Judiciary Business, and Revisions Committees, a representative from the Compilations Committee, a member of the Commission Secretariat and the Executive Assistant to the GSA. They will work in concert to ensure the inclusion of newly formed legislation in the Book of Discipline.