

SYNOD COMMITTEE ON REPRESENTATION | Representation Functions | Report Form

Synod _____ PIN# _____

Online Submission DEADLINE – **October 30, 2019**

Role: (Select from the following)

- COR moderator/chair/leader Stated Clerk Executive/ Presbyter Synod Staff (other)
- Associate Stated Clerk Other (please specify) _____

Full contact information for the **Chair/Moderator for the Synod’s Committee on Representation or equivalent body:**

Name _____

Address _____

Email _____ **Telephone** _____

Synod COR chairperson's term: beginning _____ **20**____ **and ending** _____ **20**____ (month and year)

Synod COR, officers, staff, commissioners, Nominating Committee, and Permanent Judicial Commission are listed on the grid on pages 2 and 3. **Please list all remaining synod bodies, committees, boards, councils and/or cabinets for which the synod nominating committee is responsible or for whom there is a decision-making capacity for the synod.**

Please report the number of people in each category listed across the top for the synod’s staff and for every synod committee, board, council, and cabinet for which your nominating committee makes nominations. The Key below the grids will help you understand each category. The first six lines show the groups and entities that apply to all synods. Use lines 5 to 25 to write in the names of all other committees and groups in your synod. Then report the number of people in each category for each line in the grid. If there are no people in a particular category for a particular group, please enter 0. Do not leave spaces blank.

There is space to subtotal the columns on each page. Provide totals on page 3 (on the bottom of the grid).

Synod Staff, Committees, Boards, Organizing Bodies, Working Groups, and Cabinets: 2018													
#	Unit/entity	T Total	Gender and Ordination Status				Race/Ethnicity						
			Male T E	Male R E	Female T E	Female R E	As Asian /Pacific Islander	B Black/ African American	Af African	H Hispanic/ Latino/a	NA Native American	ME Middle Eastern	W White/ European American
1	Synod PJC												
2	Synod Executive Cmte												
3	Synod COR												
4	Synod Nom Cmte												
5	Synod Commissioners												
6	Synod Staff												
7													
8													
9													
10													
11													
12													
13													
14													
15													
16													
Totals													

Key: **As** = Asian; **B** = Black, African American; **Af** = African; **H** = Hispanic/Latino/a; **NA** = Native American; **ME** = Middle Eastern; **W** = White

MT = Male Teaching Elder; **FT** = Female Teaching Elder; **MR** = Male Ruling Elder; and **FR** = Female Ruling Elder

Notes: The sum of Male Teaching Elders (ministers), Male Ruling Elders, Female Teaching Elders (ministers), and Female Ruling Elders should equal the number in the Total column.

Multi-racial or multi-ethnic persons should be included in each applicable Race Ethnicity category. If there are no multi-racial or multi-ethnic persons in a particular group or committee, the sum of the six race ethnicity categories should equal the number in the Total column.

Synod Staff, Committees, Boards, Organizing Bodies, Working Groups, and Cabinets: 2018, continued											
#	Unit/entity	T Total	Ability			Age					
			DNA Persons w/ disability requiring NO accommodation(s)	DRA Persons w/ disability requiring accommodation(s)	ND Persons with NO DISABILITY	Y ≤25	YA 26-35	A1 36-45	A2 46-55	MA 56-64	SA ≥65
1	Synod PJC										
2	Synod Executive Cmte (Council)										
3	Synod COR										
4	Synod Nom Cmte										
5	Synod Commissioners										
6	Synod Staff										
7											
8											
9											
10											
11											
12											
13											
14											
15											
16											
	Totals										

Key: **D** = Person With Disability (PWD) “Persons with disabilities are a diverse group of individuals who have a physical or mental disability that substantially limits one or more major life activities, such as relating, caring for one’s self, performing manual tasks, walking, seeing, hearing, speaking, breathing, learning, and working.” (Adapted definition from General Assembly *Minutes*, 1991, Part I, p. 630)

NA = Person with disability not requiring accommodation(s); **RA** = person with disability requiring accommodation(s); and **ND** = No Disability

Y = Youth 25 and younger; **YA** = Young Adult 26-35; **A1** = Adult 36-45; **A2** = Adult 46-55; **MA** = Mature Adult 56-64; **SA** = Senior Adult 65 and older

Note: The sum of the four age groups should equal the number in the Total (persons) column.

Narrative Section -- Questions

1. Does your synod maintain a committee on representation? (Select one) Yes No
- If yes,** → a. How many persons serve? _____
- b1. What categories of membership are identified as important in your context?
Select all that apply – young adults under 35;
 women;
 persons with disabilities,
 persons of color
[if yes-→ (Select all that apply): Black/African American, White (European American/Caucasian),
 Hispanic/Latino/a, African, Asian/Pacific Islander, Native American (American Indian/Indigenous), Middle Eastern, New Immigrant, Other (please specify)],

 small church (membership),
 large church (membership),
 geographic (each region within the synod),
 theological perspective (*please specify categories*). _____
 other: (*please specify*): _____
- If no,** → c. Is there an alternative structure? Yes No
- c1 If so → please describe _____
- c2 Does the synod continue to do this work? Yes No **If no, skip to Question 12**
- d **if so**→ The synod assigned these functions to another body (**Select one**): nominating committee, diversity committee,
 multicultural committee, executive committee (or related body of the synod, may have been formerly called council), staff responsibilities, Other, (please specify) _____
2. How does your synod address the functions described in G-3.0103? (even if you do not have a committee on representation) _____
3. a. How often did your Synod COR (SCOR) meet in 2018? (**Select one**)
 Monthly Quarterly Twice a year Once a year Other ⇨ *Please describe:* _____
- b. These meetings were: (**Select ALL that apply**) Face-to-face Conference Calls Both Other ⇨ *Please describe:* _____

4. a. How often did the committee make a report to the synod in 2018? Every meeting Once a year Twice a year Other \Rightarrow Please describe: _____
- b. What form did the committee's report take: **(Select one)** Written Oral Both
5. a. How does the synod demonstrate it has "procedures and mechanisms for promoting and reviewing [the synod's] implementation of the church's commitment to inclusiveness and representation" (G-3.0103 and F-1.0403)? _____
- b. How often is the plan (or means of demonstrating Q 5a) reviewed? **(Select one)**
 Monthly Quarterly Twice a year Once a year Every 2 years Every 3 years Every 4 years Other \Rightarrow Please describe: _____
- c. How often is the plan (or means of demonstrating Q 5a) revised and/or updated? **(Select one)**
 Monthly Quarterly Twice a year Once a year Every 2 years Every 3 years Every 4 years Other \Rightarrow Please describe: _____
- d. How is the synod COR involved in the reviews of the "procedures and mechanisms" and the synod's implementation of the "commitment to inclusiveness and representation?" _____
6. What were the committee's goals for 2018? **(List the two most important goals)**
 Goal A: _____
 Goal B: _____
7. How well were these two goals achieved during 2018? **(Select one response for each goal you listed above.)**
- a. Goal A: Not Achieved Slightly Achieved Somewhat Achieved Mostly Achieved Completely Achieved
- b. Goal B: Not Achieved Slightly Achieved Somewhat Achieved Mostly Achieved Completely Achieved
- c. What are the committee's goals in 2019? **(List the two most important goals)**
 Goal A: _____
 Goal B: _____
8. Which of the following statements are true concerning the relationship between your synod's COR and your synod's nominating committee? **(Check all that apply.)**
- In 2018, at least one member of the synod nominating committee is also a member of the synod COR
- In 2018, at least one member of the synod's COR was an observer at all of the synod nominating committee's meetings

In 2018, at least one member of the synod's COR was an observer at some of the synod nominating committee's meetings

In 2018, the synod COR met regularly with the synod's nominating committee ⇨ If so, how often did the two committees meet together in 2018?

_____ We have some other relationship with the synod's nominating committee ⇨ Please describe: _____

9. Has the work of the synod's COR had any effect in the past 2 years in increasing the diversity among the leadership of the synod's committees?

(Select one) Yes No

If yes, please describe the impact: _____

If yes, please let us know to what you attribute your success: _____

If no, what are the challenges faced by the synod's COR? _____

If no, what plans does your synod's COR have for increasing its effectiveness? _____

10. What were the joys and satisfactions of the synod's COR's work during 2018? _____

11. What were the disappointments and frustration of the committee's work during 2018? _____

12. a. How many presbyteries in your synod had a COR in 2018? _____ Which ones? _____

(The online form will present you with a Series of check boxes with constituent presbyteries)

b. How many presbyteries in your synod merged COR functions with another body? _____ Which ones? (online select options)

c. How many presbyteries do not have a COR or another body that is assigned these functions? _____ Which ones? (Select options)

13. If there are presbyteries in your synod without a COR, what reason(s) have been given for not having one? (Click all that apply)

Not enough racial ethnic diversity

Too complicated

We are already fully diverse and inclusive

Other work is more important

- In transition and don't have a final plan for the work
- Other (please specify) _____

- Don't understand the work

14. What is the relationship of the synod COR (SCOR) with the presbytery CORs (PCOR)? **(Select all that apply)**

- SCOR members relate to each presbytery
- SCOR members contact the presbyteries occasionally
- SCOR trains presbyteries
- Other (please specify) _____
- SCOR receives reports from PCORs
- SCOR has no relationship with PCORs

15. a. What education and training opportunities has your synod's COR provided in the last year? **(Select all that apply)**

- None
- Cultural Proficiency, cultural humility
- Anti-Racism, Anti-oppression work
- How to recruit and retain inclusive leaders
- Other (please specify) _____
- Reporting Data and how to relate to Nominations functions
- Cross-Cultural Communication
- Disability 101: Etiquette and Inclusion
- Privilege, Unearned Advantage, Implicit Bias/Unconscious Bias

b. Who was the audience? **(Select all that apply)**

- Synod committee leaders
- Presbytery CORs
- Under-represented groups
- Other (please specify) _____
- Persons with disabilities
- Younger Adults
- Persons of color, persons other than European descent /whiteness

16. How might GACOR help your synod COR (or appropriate body) fulfill its responsibilities? _____

Thank you for taking the time to answer these questions. We give God thanks for your work as we strive to bring fuller participation and greater representation to the decision-making processes of the Presbyterian Church (USA) and in the process find new leaders and leadership skills for God's people to flourish in life and mission.

Report Submitted by: _____
(Please print) (Signature) (Date)

Synod COR Staff Person _____
(Please print) (Signature) (Date)

Phone Number _____ Email _____

*****You must have page eight completed to be in compliance with reporting.*****

Declaration of completion:

The Synod of _____ has heard and received a report, not limited to this document, of the Committee on

Representation on _____ at _____.
(Date) (Location)

Stated Clerk:

(Please print) (Signature) (Date)

Please submit your data in the online form by October 30, 2019. The report is submitted online at: <http://cor.pcusa.org>

You will need your Synod PIN and the password.

For additional information, contact: Molly Casteel, Manager for Equity and Representation, Mid Council Relations, Office of the General Assembly

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