

## SYNOD COMMITTEE ON REPRESENTATION | Report Form

Synod \_\_\_\_\_ Submission DEADLINE – DECEMBER 1, 2011

Full contact information for the Chair/Moderator for the Synod's Committee on Representation:

Name \_\_\_\_\_

Address \_\_\_\_\_

Email \_\_\_\_\_ Telephone \_\_\_\_\_

Synod COR chairperson's term: beginning \_\_\_\_\_ ending \_\_\_\_\_ (month and year)

Synod COR, officers, staff, commissioners, Nominating Committee, and Permanent Judicial Commission are listed on the grid on page 2.

**Please list all remaining synod bodies, committees, boards, councils and/or cabinets for which the synod nominating committee is responsible.**

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, Councils, and Cabinets: 2010																	
#	Unit/entity	Total	Gender and Ordination Status				Race/Ethnicity						Ability	Age			
			Male Teaching Elders	Male Ruling Elders	Female Teaching Elders	Female Ruling Elders	A Asian	AA Afric. Americ.	H Hisp. Latino	NA Native Am	ME Middle Eastern	W White	D Persons w/disability	Y ≤ 25	YA 26-35	A 36-55	SA 56+
1	Synod COR																
2	Synod Officers																
3	Synod Staff																
4	S Commissioners																
5	Synod PJC																
6	Synod Nom Cmte																
7																	
8																	
9																	
10																	
11																	
12																	
13																	
14																	
	Subtotal																

**Key:** A = Asian; AA = African American; H = Hispanic/Latino/a; NA = Native American; ME = Middle Eastern; W = White  
 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)  
 Y = Youth 25 and younger; YA = Young Adult 26-35; A = Adult 36-55; SA = Senior Adult 56 and older

**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.  
 The sum of the four age groups should equal the number in the Total column.

**Synod Staff, Committees, Boards, Councils, and Cabinets: 2010, continued**

#	Unit/entity	T Total	Gender and Ordination Status				Race/Ethnicity						Ability D Persons w/ disability	Age				
			Male Teaching Elders	Male Ruling Elders	Female Teaching Elders	Female Ruling Elders	A Asian	AA Afric. Americ.	H Hisp. Latino	NA Native Am	ME Middle Eastern	W White		Y ≤ 25	YA 26- 35	A 36-55	SA 56+	
15																		
16																		
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25																		
	Subtotal from page 2																	
	Subtotal of page 3																	
	<b>Totals</b>																	

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The sum of the four age groups should equal the number in the Total column.

## Narrative Section -- Questions

1. a. How often did your Synod COR (SCOR) meet in 2010? **(Circle one)**  
Monthly      Quarterly      Twice a year      Once a year      Other  $\Rightarrow$  Please describe: \_\_\_\_\_  
b. Were these meetings: **(Circle ALL that apply)**      Face-to-face      Conference Calls      Both      Other  $\Rightarrow$  Please describe:  
\_\_\_\_\_
2. a. How often did the committee make a report to the synod in 2010? \_\_\_\_\_  
b. What form did the committee's report take: **(Circle one)**      Written      Oral      Both
3. 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 3a) reviewed? **(Circle 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 3a) revised and/or updated? **(Circle 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?" \_\_\_\_\_  
\_\_\_\_\_
4. What were the committee's goals for 2010? **(List the two most important goals two)**  
a. \_\_\_\_\_  
b. \_\_\_\_\_

5. How well were these two goals achieved during 2010? **(Circle 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
6. 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 2010, at least one member of the synod nominating committee is also a member of the synod COR*
- In 2010, at least one member of the synod's COR was an observer at all of the synod nominating committee's meetings*
- In 2010, at least one member of the synod's COR was an observer at some of the synod nominating committee's meetings*
- In 2010, the synod COR met regularly with the synod's nominating committee* ⇨ *If so, how often did the two committees meet together in 2010?* \_\_\_\_\_
- We have some other relationship with the synod's nominating committee* ⇨ *Please describe:*
- \_\_\_\_\_
7. 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? **(Circle 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?* \_\_\_\_\_
- \_\_\_\_\_
8. What were the joys and satisfactions of the synod's COR's work during 2010? \_\_\_\_\_
- \_\_\_\_\_



**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)

Name of the Stated Clerk:

\_\_\_\_\_  
(Please print) (Signature) (Date)

**Please return this form by December 1, 2011 to:**

Molly Casteel, Manager, Representation and Inclusiveness Services  
General Assembly Committee on Representation  
100 Witherspoon, Room 4417  
Louisville, KY 40202-1396

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Email: [molly.casteel@pcusa.org](mailto:molly.casteel@pcusa.org)