

The Constitution of the Protestant Chapel Community of the University of Rochester

Adopted January 30, 2011

Article I. Name.

This religious organization shall be the **Protestant Chapel Community**. This body shall be referred to as PCC throughout this document.

Article II. Who We Are.

PCC is a ministry of Genesee Area Campus Ministries (hereinafter “GACM”) and is led by a student Steering Committee and a Chaplain who is an ordained Protestant minister and the Director of GACM.

PCC is a gathering of Christians from many spiritual backgrounds working together to serve God in the University and beyond. PCC provides a place for Christian worship, camaraderie, service, and the thoughtful study of scripture. We welcome a diversity of traditions and viewpoints, while celebrating the progressive nature of Christ’s teachings, and accepting his challenge to go forth into the world as voices of positive change.

Article III. Values.

1. Striving to love God and neighbor as Jesus commanded.
2. Welcoming all of God's people.
3. Honor for the various faith traditions from which we come.
4. Intellectual study of scripture and tradition.
5. Serving the community in which we live.
6. Engagement of music in worship.

Article IV. Purpose.

As people of Protestant Christian faith we gather to enrich our relationship with God and one another by nurturing the link between intellectual and spiritual life. We do so by celebrating together in weekly worship, engaging in service ministry, bearing witness to Christian teaching, and exploring our faith and diversity.

Article V. Membership.

1. Membership in PCC shall be open to all graduate and undergraduate students in good standing at the University of Rochester, regardless of race, creed, ethnicity, sex, sexual orientation, gender expression, or disability.
2. Any student who participates regularly in any activity of PCC shall be considered a member.
3. Membership shall be retained during the vacations and recesses of the University.
4. Any faculty, staff or local resident (and their family) who wishes to participate in PCC events are welcomed guests.

Article VI. Steering Committee.

1. The officers of PCC shall consist of a President, a Vice-President, a Treasurer and a Clerk. These four officers and up to six additional members shall be called the Student Steering Committee (referred to throughout as the 'Steering Committee'). The Chaplain is member ex officio of Steering Committee with voice but no vote.
2. The Steering Committee shall have general responsibility for PCC's activities and programs. The members of the Steering Committee shall represent PCC and uphold the values expressed in Article III to the community. The Chaplain is responsible for the content and form of the worship service.
3. All Steering Committee members shall be undergraduate students.

Article VII. Elections.

1. Nominations
 - A. Elections to the Steering Committee and for President shall occur annually in March. Nominations are received by secret ballot during a one week period (including two Sundays with worship services), to begin no more than one month before the Sunday designated for elections. Nominations are solicited by email from all students that have attended at least three PCC event during the academic year. Nominations are reviewed by the Steering Committee.
 - B. Nominees should be considered in light of many factors, including their attendance and other indications of commitment to PCC and to the Christian faith, denominational backgrounds, and class year. All students who have attended at least three PCC events during the current academic year are eligible for nomination.
 - C. Nominations for President shall be solicited from members of the Steering Committee. Members of the Steering Committee who have served for a year, are returning for the next year, and have not been President for two years already are eligible to be nominated.

2. Elections
 - A. The nominees will be voted on by the congregation at a called meeting for that purpose. Such a congregational meeting will be announced in email and the worship bulletin for 2 weeks prior to the meeting. Members of the congregation may also vote on the Monday and Tuesday following the designated Sunday meeting, at the office of the Chaplain.
 - B. The Steering Committee shall present the congregation with a ballot that includes the names of all eligible students who have been nominated. The ballot shall also include space for making additional nominations (“write-ins.”) The congregation will vote for a number of nominees up to the number of open Steering Committee positions.
 - C. At the time of voting, each member of the congregation will sign in by printing and writing their name on a registration sheet provided by the Steering Committee. The purpose of this registration is to insure that only members of the congregation vote, and that each member votes only once.
 - D. The number of nominees equal to the number of open slots who receive the most votes will be elected into the Steering Committee. A minimum of four votes must be received to be elected.
3. New Steering Committee members are invited to participate fully in Steering Committee from the time of their election through the last worship service of the academic year. During that worship service, both new and returning, Steering Committee members are affirmed in their leadership roles and receive the prayers of the congregation.
4. Terms on Steering Committee are held for one year, resignation or vote of no confidence from the Steering Committee or the Congregation.
5. The offices of Vice President and Clerk will be selected by means of consensus or majority vote among the steering committee members no later than the penultimate Sunday Worship Service of the spring semester. Terms of officers last for the academic year.
6. The Treasurer position (being an employee of GACM) is filled by a steering committee member who is selected by the Chaplain.

Article VIII. Meetings.

1. The Director/Chaplain and the President (or Vice President, in the absence of the president) jointly call and lead Steering Committee meetings.
2. The Steering Committee shall meet weekly during the academic year. It has full power to make all decisions for PCC. Decisions shall be made by consensus, and if necessary by vote with a simple majority prevailing, except for Constitutional amendments, which shall be made under the guidelines of Article X.
3. Half of the present student Steering Committee membership shall constitute a quorum. Meetings of the Steering Committee are open; however, by majority vote the Steering Committee may close its meetings on particular occasions.

Article IX. Duties of the Officers.

1. President

- A. The President shall, with the Chaplain, be responsible for holding weekly Steering Committee meetings.
- B. The President, with the Vice President, shall be the student spokesperson for PCC to the campus community.
- C. The President is additionally responsible for making sure the weekly duties and decisions of the steering committee are carried out.

2. Vice-President

- A. The Vice President is responsible for stepping in for the President when necessary.
- B. The Vice President, with the President, shall be the student spokesperson for PCC to the campus community.

3. Clerk

- A. The Clerk shall take minutes at the meetings and distribute these minutes in a timely manner to all Steering Committee members.
- B. The Clerk shall arrange for a substitute in the event of his/her absence.
- C. The Clerk shall maintain records of all Steering Committee meetings.

4. Treasurer

- A. The Treasurer performs all necessary financial duties, including
 - i. Counting and securing the weekly offering, with another Steering Committee member,
 - ii. Depositing the weekly offering and other income,
 - iii. Writing reimbursement checks, and
 - iv. Keeping records of expenses and contributions.
- B. The Treasurer is responsible for providing all necessary financial information to the bookkeeper of GACM.
- C. The Treasurer is responsible for making financial records available to the Steering Committee on request.
- D. The Treasurer additionally is responsible for other such duties as assigned by the Chaplain.

Article X. To Amend.

- 1. This Constitution may be amended by a two-thirds majority vote at a congregational meeting on a proposal from the Steering Committee, or by a unanimous vote of all members of the Steering Committee.
- 2. Any two members of PCC may propose an amendment by filing it in writing with the President, Vice President or Chaplain.
- 3. The Vice President has the responsibility of ensuring that proposed amendments are discussed and voted on within a reasonable period of time. If necessary, the Vice President shall have power to call a general meeting specifically for the purpose of discussing and voting on a proposed amendment.