Summary of the Section 363 Review Process

Presbytery hears concerns about ministry personnel

source of concerns: report from pastoral relations committee, letter from pastoral charge, recommendation from 333 Review Committee, or *any other source*



Presbytery considers options for responding

e.g., appointment of conflict resolution facilitator; consultation between Ministry and Personnel Committee and Pastoral Relations Committee; conversation with pastoral charge governing body; taking no action; ordering 363 review



Presbytery decides to order 363 review; motion adopted



Presbytery informs ministry personnel by telephone and in writing



Presbytery informs pastoral charge

telephones chair of pastoral charge governing body: Official Board/Church Board/Church Council

writes to pastoral charge governing body

makes announcement to pastoral charge in Sunday worship service, order of service, and/or special meeting



Presbytery puts pastoral care in place for ministry personnel and pastoral charge



Review committee meets to decide on process



Review committee informs ministry personnel of process



Review committee informs pastoral charge of process



Review committee interviews ministry personnel to answer questions about process, hear initial input, and obtain names of people to be interviewed at ministry personnel's request



Review committee interviews pastoral charge staff, officers, members, adherents, anyone else wanting to meet or with whom committee wants to meet



Review committee compiles information gathered and gives it to the ministry personnel



Review committee hears and/or reads response of ministry personnel to information gathered



Review committee draws conclusion based on the one, two, or three grounds for which review was ordered:

Is ministry personnel effective/not effective?

Has ministry personnel failed/not failed to maintain the peace and welfare of the church? Has ministry personnel refused/not refused to recognize the authority of the presbytery?



Review committee writes report with information, conclusions and recommendations that are intended to promote the welfare of the ministry personnel and pastoral charge

report cannot contain any information that has not been shared with ministry personnel, and to which ministry personnel has not had an opportunity to respond



Review committee gives draft report to Conference executive secretary/personnel minister for review, and makes any necessary revisions to comply with polity and all legal requirements



Review committee delivers report

to presbytery

to ministry personnel

to pastoral charge governing body

to anyone else specifically affected by the recommendations



Presbytery gives notice of meeting at which report to be considered

to ministry personnel
to pastoral charge governing body
to anyone else specifically affected by the recommendations



Presbytery meeting takes place

ministry personnel has opportunity to respond to report and recommendations

pastoral charge governing body (and anyone else specifically affected) has

opportunity to respond to report and recommendations

presbytery adopts motions making decisions in response to

recommendations made by review committee



Presbytery gives notice of decisions made at meeting

by telephone to ministry personnel
in writing to ministry personnel
by telephone to chair of pastoral charge governing body and
anyone specifically affected by decisions
in writing to chair of pastoral charge governing body and
anyone specifically affected by decisions
through announcement to pastoral charge in Sunday worship service,
order of service, and/or special meeting



Presbytery monitors compliance with decisions