



Chaplaincy Endorsement Commission

Christian Churches and Churches of Christ

CONSTITUTION AND BY-LAWS

(REVISED 2023)

SECTION A – CONSTITUTION

I NAME

The name of this organization shall be the *CHAPLAINCY ENDORSEMENT COMMISSION OF CHRISTIAN CHURCHES AND CHURCHES OF CHRIST*, hereinafter called the **Commission**.

II PURPOSE

The purpose of the **Commission** shall be to serve as a government recognized military and institutional Chaplaincy endorsement agency for persons of the undenominational fellowship of **Christian Churches and Churches of Christ**.

III MEMBERSHIP

The **Commission** shall be composed of a committee of twelve persons representative of this undenominational fellowship.

The term of office shall be three years, with the privilege of extension for as many terms as the member is elected. One third of the group will be elected each year.

IV OFFICERS

The officers will be Chairman, Vice Chairman, Treasurer, and Executive Director/Coordinator of Chaplaincy Services. With the exception of the Executive Director/Coordinator of Chaplaincy Services, the officers shall be elected for the following year by the **Commission** as the last item of business of the Annual Meeting.

The Executive Director/Coordinator of Chaplaincy Services shall be employed by the **Commission**. He shall not serve as a member of the **Commission** during the time of that employment.

V BOARDS

The officers of the **Commission** shall serve as the Executive Board of the **Commission**.

The presidents of the Colleges, Bible Colleges and Seminaries of the **Christian Churches and Churches of Christ**, or their appointed representatives, shall serve as a Board of Advice and Review.

VI MEETINGS

Meetings of the **Commission** will be held annually at approximately the time and place of the **International Conference on Missions, (ICOM)**, the date to be determined by the **Commission** Chairman. The presence of a minimum of three other **Commission** members will be necessary to constitute a quorum.

An Annual Meeting of all members of the **Christian Churches and Churches of Christ** interested in the endorsement of chaplains – both institutional and military – shall be held, on the call of the **Commission**, or of the Chairman of the Board of Advice and Review.

VII SERVICES

The **Commission** shall grant and withdraw endorsement as the circumstances warrant. The services will include but not be limited to the following: responding with information to those persons inquiring about Chaplaincy, processing applications in a responsible manner, conducting such inquiry as it considers appropriate to determine the qualifications of the applicant for Chaplaincy, projecting the continuing interest of **Christian Churches and Churches of Christ** toward their ministers in chaplaincies through visitation, communication and pastoral care, and informing the churches concerning chaplain ministries.

VIII AMENDMENTS

Amendments to the **Constitution and By-Laws** may be made by majority vote of a quorum.

Any amendment must be submitted in writing to the Executive Director and circulated to each member of the **Commission** at least one month prior to any meeting of the **Commission**.

IX VOTING

Voting shall be by voice vote in all business at stated meetings. A majority of those composing a quorum shall be required to carry a motion. Any item receiving a tie vote shall be tabled until the next meeting or decided by polling all absent members by telephone or mail. In urgent cases, the Executive Board may act for the **Commission** to endorse when timely action is indicated.

X AFFILIATIONS

The **Commission** shall maintain full participating membership in the National Conference of Ministry to the Armed Forces and the Endorsers Conference for Veteran's Affairs Chaplaincy.

The **Commission** will also supply such information and cooperation as will continue recognition as an endorsing agent with the Armed Forces Chaplains Board.

XI TERMINATION

In the event that the **Commission** is terminated for any cause and at any time, all assets of the **Commission** shall be conveyed to the International Conference on Missions to be used as that body sees fit in the interest of **Christian Churches and Churches of Christ**.

SECTION B – COMMISSION BY-LAWS

Article I – ORGANIZATION

1. The **Commission** shall elect from the membership of the **Commission** in annual meeting a Chairman, Vice Chairman, and Treasurer.
2. In executive session the **Commission** shall determine and annually review salary and responsibilities of the Executive Director/Coordinator of Chaplaincy Services. The **Commission** shall give 90 days notice of intended termination of employment.