CONSTITUTION AND BY-LAWS
(REVISED 1999)

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 person’s 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 North American Christian Convention, 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 North American Christian Convention 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.