



BFC Conference

Study Committee Guidelines

1. What is a BFC Conference Study Committee?

On occasion, the BFC Conference raises an issue or is asked a question that is too involved to adequately address during the meetings of the Conference. In order to address the issue, the Conference adopts a resolution to form an ad hoc committee to study the matter.

2. How is a Study Committee formed?

The Faith & Order (513.2) allows for the appointment or election of a Study Committee by the BFC Conference. The motion to form a Study Committee should specify if it is to be appointed by the Moderator or elected by the body.

3. How does a Study Committee organize?

Usually the Moderator will designate one of the Study Committee members as the one to convene the first meeting of the Study Committee. At that meeting a chairman and secretary should be elected.

4. How does a Study Committee conduct its work?

The Study Committee should carefully study its assignment and then proceed to investigate the subject in any way it deems appropriate. This may include individual study assignments, the consultation of experts who are not on the committee, and discussion and debate at committee meetings. Careful attention should be given to previous study of the subject in the BFC. The Study Committee may meet as often as necessary to complete its assignment. Ordinarily, the Study Committee reports at the succeeding BFC Conference but may ask permission to continue study for another year.

5. How does a Study Committee report to the BFC Conference?

Ordinarily a Study Committee reports to the BFC Conference by means of a written report and an oral presentation. Every effort should be made to prepare a well-worded written report and to present an informative oral report.

If the Study Committee introduces legislation for adoption in the Faith & Order, extra care should be taken to present precise wording for the legislation and a clear explanation of why the new legislation should be adopted. The Study Committee may consult the Communications Committee to ensure that the legislation is in the proper format for the Faith & Order.

If the Study Committee cannot reach a consensus on the subject under consideration, it is appropriate for a majority and minority report to be given in written and oral forms.

Every effort should be made to provide the written reports in plenty of time for the boards of elders to study the subject before the meetings of BFC Conference.

6. How does a Study Committee complete its assignment?

Sometimes a Study Committee presents a report which addresses the subject in a manner acceptable to the BFC Conference. In this case, the report is published in the BFC Yearbook and the committee is thanked for its work and disbanded by motion of the BFC Conference.

Sometimes a Study Committee presents legislation for adoption by BFC Conference. In this case, its report is published in the BFC Yearbook and the committee continues in existence until the proposed legislation is either adopted or rejected by the BFC Conference. After the final disposition of the proposed legislation, the committee is thanked for its work and disbanded by motion of the BFC Conference.

Sometimes the BFC Conference rejects the work of a Study Committee or assigns new work to it. In such cases, the BFC Conference may or may not publish the report of the committee in the BFC Yearbook. In such cases, the Study Committee continues its work until a satisfactory report is presented to the BFC Conference, or until the BFC Conference reorganizes, replaces, or disbands the Study Committee.