

**THE UNIVERSITY PRESBYTERIAN CHURCH  
CHAPEL HILL, NORTH CAROLINA**

**Congregational Governance**

**I. Relationship to the Presbyterian Church (U.S.A.)**

University Presbyterian Church is a congregation of the Presbytery of New Hope in the Synod of the Mid-Atlantic of the Presbyterian Church (U.S.A.).

**II. Governance of the Congregation (G-1.0103)**

The congregation shall be governed by the Constitution of the Presbyterian Church (U.S.A.), which consists of two parts: (1) the Book of Confessions and (2) the Book of Order. Robert's Rules of Order (Newly Revised) shall be used for parliamentary guidance, except when it is in contradiction to the Constitution.

**III. Meetings of the Congregation (G-1.0501)**

The Annual Meeting of the Congregation is ordinarily held on the third Sunday in March. At that meeting the following business may be transacted:

1. Annual Reports
2. Review of compensation of installed pastors
3. Presentation of the church budget

Other meetings of the congregation may be called by the Session, Presbytery, or when one-fourth of the congregation requests such a meeting in writing.

**IV. Notice of Meetings (G-1.0502)**

Proper notice for congregational meetings shall consist of announcements on two consecutive Sundays prior to the meeting. The second Sunday's notice may occur on the same day as the meeting, except in cases of the election of a pastor, which shall require notice on the two previous Sundays.

**V. Quorum for the Meeting (G-1.0501)**

The quorum for a congregational meeting shall be ten percent of the active membership of the congregation. All active members present at a meeting are entitled to vote. No proxy voting shall be permitted.

**VI. Moderator and Secretary of the Meeting (G-1.0504, G-1.0505)**

The Moderator of the Congregational Meeting shall be an Installed Pastor of the congregation or a Teaching Elder so designated by the Presbytery. The Secretary of the Congregational Meeting shall ordinarily be the Clerk of Session. If the clerk is unable to serve, the congregation shall elect a Secretary for that particular meeting.

**VII. Minutes of the Meeting (G-1.0505)**

Minutes of the Congregational Meeting shall be approved by the Session at its next Stated Meeting.

**VIII. The Session (G-1.0503a; 2.0401; 2.0404)**

The Session of the University Presbyterian Church is ordinarily composed of 25 (twenty-five) Ruling Elders (24 elected by the Congregation to three-year terms in three equal classes, and one youth elder elected to a one-year term). Election to a second consecutive term is not allowed.

**IX. The Diaconate (G-1.0503a; 2.0202; 2.0401; 2.0404)**

Deacons shall be composed as a Board and are ordinarily composed of 28 (twenty-eight) Deacons (27 elected by the Congregation to three-year terms in three equal classes, and one youth deacon elected to a one-year term). The Board shall elect its own leadership of a Moderator and a Clerk plus other necessary positions. Election to a second consecutive term is not allowed.

**X. Nominating Committee (G-2.0401)**

The Church Nominating Committee shall be elected by the Congregation each year. Members shall be elected for a term of two years. The Church Nominating Committee shall be composed of two Ruling Elders elected by the Session, one Deacon elected by the Diaconate, and eight (8) at-large members elected by the Congregation. An installed pastor of the Congregation shall serve on the Committee ex officio and without vote.

**XI. Amendments to the Congregational Governance**

These rules of governance may be amended by a two-thirds vote of the members present and voting, provided that the proposed changes shall have been distributed at the same time as the call of the meeting at which the changes are to be voted upon.

*Recommended for approval by the Session of UPC on April 12, 2012.  
Adopted by UPC at UPC Congregational Meeting, August 26, 2012*