The Constitution

Of

Lutheran Congregations in Mission for Christ

(The Lutheran Church)

2013

Preamble

As members of the priesthood of all believers, called by the Holy Spirit to confess the gospel of our Lord Jesus Christ in its purity, we give thanks for God's continual faithfulness and, by adopting this constitution, form this fellowship and association of congregations, uniting to carry out God's mission in the name of the Father and of the Son and of the Holy Spirit.

1: - Name and Incorporation

1.01. The name of this church shall be **Lutheran Congregations in Mission for Christ (LCMC)** in this constitution referred to as "the Church".

1.02. LCMC is incorporated and its Articles of Incorporation were filed under the laws of Kenya.

2: Objectives

2.1. To propagate the word of God within our territory and beyond.

2.2. To empower the youth with the word of God, (Law and Gospel) and also through training.

2.3. To expose the church to the right Biblical teachings.

2.4. To join the government empowering the communities through education in various levels of life.

2.5. To participate in diaconal work in our communities

2.6. To organize spiritual meetings and seminars for the extension of the kingdom of God.

2.7. To be non-political.

2.8. To conduct and solemnize marriages as per the Laws of Kenya.

2.9. To conduct funeral services and other church ceremonies.

3: - Statement of Faith

3.1. We believe, teach, and confess the Triune God, Father, Son, and Holy Spirit.

3.2. We believe, teach, and confess Jesus Christ as Lord and Savior and the gospel as the power of God for the salvation of all who believe in him.

3.2.1. Jesus Christ is the Word of God incarnate, through whom everything was made and through whose life, death, and resurrection God fashions a new creation.

3.2.2. The proclamation of God's message to us as both law and gospel is the Word of God, revealing judgment and mercy in the person and work of Jesus Christ through whom God was pleased to reconcile all things to himself.

3.2.3. The canonical Scriptures of the Old and New Testaments are the Word of God. Inspired by God's Spirit speaking through their authors, they record and announce God's revelation centering in Jesus Christ. Through them God's Spirit speaks to us to create and sustain Christian faith and fellowship for service in the world.

3.3. We believe, teach, and accept the canonical Scriptures of the Old and New Testaments as the inspired Word of God and the sole authoritative source and norm of our proclamation, faith, and life.

3.4. We accept the Apostles', Nicene, and Athanasian Creeds as true declarations of the scriptural faith we believe, teach, and confess.

3.5. We believe, teach, and accept the Unaltered Augsburg Confession and the Small Catechism as true witnesses to the Word of God, normative for our teaching and practice. We acknowledge that we are one in faith and doctrine with all churches that likewise accept the teachings of the Unaltered Augsburg Confession.

3.6. We believe, teach, and confess the other confessional writings in the Book of Concord, namely, the Apology of the Augsburg Confession, the Smalcald Articles, the Treatise, the Large Catechism, and the Formula of Concord, as further valid expositions of the Holy Scriptures.

3.7. We believe, teach, and confess the gospel, recorded in the Holy Scriptures and confessed in the ecumenical creeds and Lutheran confessional writings, as the power of God to create and sustain the priesthood of all believers for God's mission in the world.

3.8: - In Ministry

3.8.1. This church affirms the priesthood of all believers. It commits itself in function and structure to the equipping and supporting of all members of its congregations for their ministries within and outside of the household of faith. It is within and from this context of ministry that we declare that some are called by God to the public ministry of Word and Sacrament and other specific ministries. At the same time, all baptized members of our congregations are priests called by God to ministries in their daily lives.

3.8.2. Ministry standards shall be established by the board of trustees or a board of ministry and approved by the national convention of this church; they may be altered or amended only with the ratification and approval of a majority of the member congregations of this church.

3.8.3. A called minister of Word and Sacrament of this church shall subscribe to the confession of faith and otherwise comply with the ministry standards as established by this church and shall be subject to discipline as set forth in the rules and regulations adopted by this church.

3.8.4. God's call of a particular man to the office of public ministry is confirmed by the call of a congregation and his District. All calls to the public ministry will be issued by a congregation and through the district council. Chaplains, missionaries, and pastors employed in other types of special ministries will be called by their congregation, districts or a congregation that chooses to sponsor them, and listed as deployed. Candidates for these ministries must meet the credential standards of the agencies they are endorsed to serve in addition to the credential requirements of LCMC.

4: - Membership

4.1. LCMC is a church formed in a form of congregations. Each congregation that subscribes in writing to this constitution in a manner determined by the board of trustees shall be a member of this church.

4.2. Except as otherwise agreed in writing between this association and one or more member congregations, each District retains its own property and assets and LCMC makes no claim to any congregational assets or property.

4.3. LCMC, by action taken by the board of trustees, may suspend the membership of a church for cause by three-quarters vote of a quorum of the board of trustees of LCMC. The board of trustees shall give at least sixty (60) days written notice of intent to seek suspension of membership in the association. The board shall adopt rules and regulations, approved by the national convention, governing the suspension of membership in LCMC and shall report all such membership suspensions to all member churches of LCMC within 30 days. The suspension shall remain in force until the next regular or special meeting of the association at which time a decision regarding the lifting of the suspension or the termination of the membership of a member church be made by a two-thirds majority vote.

4.4. Any member may be expelled from membership if the congregation committee so recommends and if a

5.00: - Governance

5.01. This church shall be organized through congregations, Parishes, districts, Deaneries, a board of trustees elected at the national convention of LCMC and the national convention of LCMC and such other organizational tools as its members choose to adopt.

5.02. The national convention of LCMC shall meet annually as convened by the board of trustees or as otherwise provided in the bylaws of this church. The national convention shall have only such authority as is specifically granted by this constitution, the by-laws of this church or otherwise granted by the members of the church. Each congregation shall be entitled to two delegates at all conventions where the LCMC business is conducted. Congregations with average worship attendance in excess of 500 shall be entitled to one additional delegate for every additional 250 average worship attendees over the 500 member base. Delegates shall be selected by member congregations pursuant to such internal procedures as member congregations may, from time to time, adopt. The manner of determining how delegates cast votes on behalf of their respective member congregations at conventions shall be determined by the member congregation on whose behalf the delegates are acting.

5.03. Subject to the limitations imposed by this constitution, the by-laws of this church and such other restrictions as may be imposed by the national convention of LCMC, the business and affairs of LCMC shall be managed by or shall be under the direction of a board of trustees.

5.04. Other matters of governance, organization, and order shall be addressed in the by-laws of this church.

6. 00: - Amendment of Constitution and By-laws

6.01. An amendment to this constitution may be proposed in writing by ten percent (10%) of the member congregations. At least four months prior to the next national convention, the proposed amendment shall be referred to the board of trustees for review, comment and recommendation, and shall thereafter be submitted in writing to the delegates to the national convention. Regardless of the position taken by the board of trustees on the proposed amendment, such proposed amendment shall be presented to the delegates to the national convention as required by this constitution. The adoption of any amendment shall require a two-thirds majority vote of the delegates present and voting at the next annual convention, provided that such amendment shall not become effective unless it is ratified in accordance with Section 6.03 below.

6.02. The board of trustees may propose an amendment six months prior to the next regularly scheduled national convention. The adoption of such an amendment shall require a two-thirds majority vote of the delegates present and voting at such national convention but shall not become effective until ratified as provided in Section 6.03.

6.03. Any constitutional amendment, regardless of origin, must be affirmatively ratified by two-thirds majority vote of the member congregations acting in and through properly called congregational meetings, with each congregation entitled to one vote. Any proposed amendment not ratified within two years of the date of approval by the national convention shall be deemed rejected. The board of trustees is authorized to adopt rules and regulations governing the

ratification process provided, however, that such rules and regulations are not inconsistent with this constitution. For the purposes of ratifying constitutional amendments, each congregation shall have one vote. Voting procedures will be defined in the bylaws of LCMC.

6.04. By-laws not in conflict with this constitution may be adopted or amended by the national convention of this association provided however that all such by-laws are approved by a majority vote of the delegates present and voting at the national convention and provided further that a majority of the member congregations of this association do not reject the adopted or amended by-law.

6.05. Amendments to this constitution and the by-laws of this association adopted prior to the first national assembly of LCMC shall be handled as provided by transition rules set out in the by-laws of this church. This provision shall be of no further force and effect following the first national convention of LCMC.

BYLAWS

Section 1: OFFICERS OF THE CHURCH AND THEIR DUTIES

A. The Chairman

a. The chairman shall be a pastor. He shall officially represent the Church both nationally and internationally and shall provide its interest in every possible way.

b. The chairman shall be 50 years and above and retire at the age of 65 years. SHALL HOLD THE OFFICE FOR 5 YEARS AND RENEWABLE FOR ANOTHER 5 YEARS. THUS ONLY TWO TERMS

c. The chairman shall be the spokesman of the church in any National and International meetings.

d. He shall be an advisory member on all official boards and committees of the Church.

e. He shall supervise the official conduct of all members of the Church and shall see to it that all Church resolutions are carried out.

f. Unless otherwise provided for in the Constitution and Bylaws, he shall in consultation with his Advisory Council fill by appointment any vacancy that may occur in any offices, boards, and committees of the Church for the remaining term.

g. He shall authorize the installation of those elected to office in the Church. He shall authorize the ordination of pastoral candidates who have fulfilled the requirements for work in the Public Ministry of the Word and who have received and accepted a call from within the Church. He shall authorize the installation of Pastors and other workers who have been called or assigned to be placed within the Church according to accepted procedures.

h. He shall call the conventions of the Church as prescribed, chair its meetings, and with the consent of his Advisory Council shall appoint all working committees to carry out the business of the Church.

i. With the consent of his Advisory Council shall have the right to suspend for cause a member of the Church from fellowship in the LCMC. Unless the case has been appealed and is still not decided, he shall give a report of his action to the next meeting of the Church Council and/or Synod.

j. He shall give a written report on the state of the Church to its regular convention.

k. He shall consult with the chairman of the Joint Synod of the Lutheran congregations for Christ of East Africa in order to arrange the regular meetings of the Joint Synod of the Lutheran congregations for East Africa.

l. He shall share with the Advisory Council information he receives from other Synods of the Joint Church of the Lutheran Congregation for Mission Church of East Africa.

B. <u>The Vice Chairman</u>

The vice-chairman shall be a pastor who will serve as acting Chairman whenever the Chairman shall not be able from discharging his duties. The holder of the office will be in the office for a period of 3 years renewable once.

C. The Secretary

a. The Secretary shall record the minutes of the convention of the Church and of the meetings of the Church Council.

b. The General Secretary shall be an employee of the church and not **elective.**

c. The General Secretary shall retire at the age of 60 years.

d. The general secretary shall hold a Diploma of Business Administration or BA in either, Administration, Management or any other social science.

e. He shall carry on such correspondence as directed by the Church the Church Council.

f. Together with the Chairman he shall see that minutes of the above meetings are printed and distributed as directed.

g. Together with the Chairman shall be responsible for official notices of conventions of the Church by having these published in the official church paper not less than sixty (60) days before the convention.

h. He shall gather statistical information concerning the Synod and shall see to it that this report is published before June 1 each year. The Chairman's Advisory Council shall determine the kind of statistics, which shall be gathered.

D. The Treasurer

a. The treasurer shall receive and safeguard all monies contributed by the congregations and members of the Church in offerings and fees, all monies received as payments of loans from Church Extension Fund, and all other donations to the Church. He shall keep an accurate record of all these receipts, and shall make payments of money as directed by the Council or the Synod.

b. He shall present a complete Financial report at every convention of the Church and a summary report at the meetings of the Council.

c. He shall serve as Advisory member of the Committee on Finances and Stewardship.

d. The treasure shall serve the church for a period of **seven** years nonrenewable.

e. The treasurer office shall be non-salaried position only receiving honorariums.

f. The treasurer shall visit the financial office at least once a week.

E. The Advisory Council/executive council

a. There shall be an Advisory Council otherwise known as executive council composed of the Chairman, Vice-Chairman, General Secretary, a professional representative and the Treasurer of the Synod.

b. Meetings of the Advisory Council shall be called as often as considered necessary by the Chairman. If because of travel difficulties a member of this body cannot attend meetings called on short notices, a member of the Church Council living close to the Chairman shall be appointed by the chairman to take his place.

c. The Advisory Council shall be advisory to the Chairman of the Church in all matters relating to the welfare of the Church and shall assist him in carrying out the duties of his' office as the Church Council and/or the Church may direct.

d. All the decisions made in this meeting shall be ratified by the church council following the meeting.

e. The Advisory Council shall send copies of the minutes of their meetings to the Chairmen of the other church boards of the church.

f. The Members of the Advisory Council shall attend the meeting of the church council.

Section 2: CONVENTIONS OF THE CHURCH

A. General Procedures

a. Conventions of the church shall be held in the even-numbered years. The synod shall meet in conventions in August, the opening and closing date to be determined by the Advisory Council in sufficient time so that all delegates may be properly notified.

b. The Church in convention shall consist of the following voting delegates: The delegates elected by the districts, the officers of the Church, advisory delegates to the Church's Council and pastors. (For the time being this includes missionaries who serve in the Synod).

c. The preceding Church Convention shall determine how many delegates each district may send.

d. From the list of official voting delegates, the Chairman of the Church, in consultation with his Advisory Council, shall appoint such committees as are necessary to carry on the work of the convention. Committees shall be informed on their appointments in good time before the convention begins. The Chairman of the LCMC shall designate all board and committees which are to meet before the convention and shall inform all members of such boards and committees of the times of such meetings.

e. All special matters to come before the convention shall be presented in writing to the Chairman of the Church at least sixty (60) days before the convention. The Chairman, after consultation with his Advisory Council, shall inform the delegates before the convention of those special matters, which are to come before the convention.

f. All official voting delegates to the convention shall attend meetings faithfully until the close of the convention. If a delegate cannot attend a meeting or meeting for any reason, he shall present his excuses to the convention's Committee on Excuses, a working committee appointed "by the Chairman of the Church".

g. The chairman of the Church shall rule on the proper order of the convention in such a way that decency and good order prevail.

h. The Church in convention shall determine the place of the next convention. If it does not do this, the Chairman, in consultation with his Advisory Council, shall do so. In case of necessity the Chairman, in consultation with his Advisory Council, may change the appointed time and place of the next Church convention.

B. Nominations

a. For each AGA the church there shall be a Nomination Committee composed of two Pastors, two other called workers and two laymen. These shall be appointed by the Chairman of the church and his Advisory Council and approved by the church

Council. The Chairman of the church shall serve as an additional member of the committee and shall act as its Chairman.

b. The nominating Committee shall meet before the church convention and shall prepare a list of candidates for the following elective offices: Secretary of the church, Treasurer of the church; members of all elective boards and committees.

c. The list of candidates nominated by the Nominating Committee shall be presented in writing to the voting delegates of the convention. The list of candidates thus presented shall be approved by the convention before the elections begin. The convention may add to the slate of candidates.

d. The church in convention shall nominate the candidates of the office of Chairman and Vice Chairman. The three nominees receiving the highest number of votes on the nominating ballots shall constitute the state of Candidates for the office. The nominations of the office of Vice-Chairman shall be held after the election of the Chairman.

e. The Chairman of the church shall arrange for the first meeting of the Nominating Committee. He shall explain the qualifications required to carry out faithfully the duties of the various offices.

C. Elections

a. There shall be an Election Committee for each convention of the church, appointed by the Chairman of the church and his Advisory Council.

b. All ballots and information concerning the candidates compiled by the Nominating committee shall be turned over to the Election Committee before the time of elections.

c. The Election Committee shall have charge of conducting the elections on the floor of the convention.

d. To be elected, a candidate receives the majority of the votes cast on any ballots, the name of the candidate receiving the smallest number of votes shall be stricken and a new ballot shall be taken.

e. A person cannot be elected more than two elective offices in the church, its board or committee. (For the time being, a person can hold two elective offices, because of the limited number of pastors in the LCMC).

f. The offices of the Church shall be elected first, according to the order in which they appear in the Bylaws. Members of elective committees shall then be elected according to the order in which they appear in the Bylaws.

Section 3: THE CHURCH COUNCIL

a. There shall be a CHURCH Council composed of the Chairman, the Secretary, and the Advisory Member of each administrative committee or Board of Church. The Chairman of the church shall be a member of this council and shall serve as its chairman. The officers of the church shall also be members of the council with the church secretary serving as its secretary of the church's Council.

b. The chairman of the church Council shall establish the agenda for each meeting. The Secretary of the church shall act as the secretary of the church Council and shall provide minutes of all meetings to all pastors and other called workers of the church and all lay members of the church Council.

c. The church Council shall meet twice a year. Special meetings may be called by the Chairman of the LCMC in consultation with his Advisory Council.

d. The Purpose of the church Council shall be to act on behalf of the church in all maters relative to the welfare of the church. All reports of the departments of the Synod through its boards and committees to the church Council shall be offered in writing.

e. The Church council shall not have the power to elect the officers of the church or the members of the LCMC boards and committees. Furthermore, the Church Council shall not have the power to effect or approve any amendments to the Constitution.

f. The Church Council shall act on behalf of the church in all matters requiring attention between Church conventions. It shall also discuss, counsel, advice and act in all matters placed before it by its own committees and members. It shall consider the reports of all committees authorized by the Church to report to it. It shall also review the financial reports of the various departments of the Church in its meetings held preceding the regular convention of the Church.

g. The Chairman of the Church Council shall have the power to appoint the necessary working committees to carry out the business of the Church.

h. No LCMC monies may be spent without the authorization of the Church Council of the Church.

i. The Church Council shall submit a written report of its work to the regular Church conventions.

j. The Church Council shall organize its own programme and establish its policies subject to the Constitution. Bylaws and resolutions of the Church.

k. The Secretary of the Church Council shall send the minutes and reports and of its meetings to the Chairman of all other Synods of the Joint-Synod of the Lutheran Congregation in Mission for Christ Church of East Africa.

Section 4: ELECTIVE COMMITTEES

A. Committee on Finances and Stewardship

a. There shall be a committee on Finances and Stewardship composed of five men. The Chairman shall be a pastor. Two full-time caned workers and two laymen shall be the other two members of the committee. The Treasurer of the Church shall serve as an Advisory Member.

b. Members of this committee shall be elected by the convention of the Church from a list of candidates presented by the nominating committee. The term of office shall be four years. Elections shall be arranged as to keep a balance between laymen and caned workers on the Committee. The committee shall organise itself as soon as possible after the Synod elections.

c. The Committee of Finance and Stewardship shall have supervision over all donations and contributions accounted for and also spent in accordance with the resolutions of Church or the Church council. All funds voted by the Church Council or the Synod for use by a department of the Church shall be supervised and accounted for by the respective board or committee, which is in charge of that department. An annual budget and financial report from all departments of the church, which spend church money, shall be required.

d. No money shall be spent on any department of the Church without the permission of the church's necessary Council of the church. Should the money voted by the church Council or the Church for some unforeseen reason prove insufficient, the Committee

on the finances and Stewardship may spend the required amount only when there is sufficient money available in the Church treasury, and shall report this action to the next regular meeting of the Church Council or of the Synod.

e. The Committee on Finances and Stewardship shall for the purpose of information receive reports from the various departments of the Church concerning the amount needed to operate, including those amount received in aid for operating purpose. As the offerings from the congregations of the LCMC increase, this committee shall propose to the Church Council for its consideration amounts which can be budgeted from the LCMC treasury.

f. The Committee of Finances and Stewardship shall be responsible for an annual audit of the financial books kept by the Treasurers of the LCMC as well as for the annual financial report to the CHURCH Council of all monies received and spent by various departments of the Synod from the LCMC Treasury.

g. The Committee on Finances and Stewardship shall receive request from the Board for Missions, to fund all loan and grant requests from Church's Church Extension Fund which meet the established loan and grant requests up to the amount contributed or paid by the membership of the LCMC if the requests for loan and grant are more than the amount of money received, the committee shall recommend loan and grant request for consideration to the Partners through their Mission Coordinators.

h. Funding requests from any church Board or Committee for its staff shall be the direct responsibility of the Committee on Finances and Stewardship.

i. The Committee on Finances and Stewardship shall receive all extraordinary requests for the support of pastors or called worker who because of advanced age, sickness or other valid reason have resigned their office and for the support of widows and orphans of pastors or called workers who are unable to support themselves.

j. The Committee shall submit regular reports on its activities to the church Council.

k. The Committee on Finances and Stewardship shall propose to the Church Council ways and means of raising money for church programmes, and with the approval of the church Council shall distribute among the membership of the church information for promotion of Christian stewardship.

l. The Committee on Finances and Stewardship shall organize its own programme and determine its policies subject to the Constitution, Bylaws, and resolution of the church.

m. The committee shall send two of its members to the meetings of the Joint Synod of the Lutheran Congregations in Mission for Christ Church of East Africa.

n. The Committee shall inform the Committee on Finances and Stewardship of the other Church of the Joint-Synod of the Lutheran Church of East Africa of relevant information not contained in their reports to the Church Council.

B. The Board for Missions

a. There shall be a Board for missions composed of five men. The chairman of this board shall be a pastor. Two full – time called workers and two laymen shall be the other members of the board.

b. Members of this board shall be elected by the general Assembly from a list of the candidates from the nomination committee. The term of office shall be four years. Members may be reelected for one more term only. Election shall be so arranged as to keep a balance between laymen and called workers, with terms of no more than three members expiring every two years. The Board shall organize itself as soon as possible after their election. Meetings of the Board will be called by the Chairman whenever necessary. The duties of the Board will include:
    a. STUDY quarterly and annual reports from all congregations and preaching stations of LCMC and advise congregations and called workers of the LCMC concerning strengthening their congregation and outreach to new people and neighboring areas;
    b. Considering requests from mission congregations for called workers and make the best possible use of available workers.
    c. Approving opening of preaching stations, evaluating their strength, advising them and their called worker, and making recommendations to the executive council for their acceptance as a member congregation of the LCMC.
    d. Recommending to the President's Advisory Council the calling of pastors and to the Assignment Committee the redeployment of other called workers to new areas;
    e. Planning and coordinating gospel outreach programmes in new areas;
    f. Submitting an annual budget for its activities to the Finances Board;
    g. Reporting its activities to the Executive Council and Synod AGA and
    h. Participating in the activities of the Lutheran Congregation in Mission for Christ Church as determined by that body.

C: Education and Publications Board

1. The Synod Convention will elect an Education and Publications Board consisting of:
   Two pastors, a communication expert and Two laymen one being a teacher .

2. The term of each member of the board will be four years. Members may be reelected.
3. Meetings of the Board will be called by the Chairman as often as necessary. Workers called by the Board will be Advisory (non-voting) members of the Board.
4. The duties of the Board will include:
   a. Preparing, assigning the writing of, translating and publishing doctrinally correct educational materials and official publications of the LCMC, including the *Lutheran Christian* and sermon book;
   b. Operating a bookstore with adequate supplies of educational materials;
   c. Supervising the operation of the LCMC's publications facility;
   d. Coordinating its activities of developing Sunday school materials;
   e. Calling or hiring, with the consent of the Executive Council, qualified individuals to assist in the preparation of educational materials;
   f. Submitting an annual budget for its activities to the Finances Board;
   g. Reporting the Board's activities to the Synodical Council and Synod Convention and
   h. Participating in the activities of the LCMC as required by that body.

D: Board of control of the seminary.

a. There shall be a board of control for the Lutheran seminary in Kenya. The board shall be composed of three called workers and 2 laymen. The chairman shall be a pastor. The principal of the seminary shall be the secretary of the board.

b. The members of the board shall be elected by the AGA from a slate of the candidates presented by the board of nomination. The term of the office shall be four years. Election shall be arranged in a way that a balance is kept between the laymen and called workers, with the terms of no more than three members expiring every two years. The board shall organize itself as soon as possible after their election to the office.

c. Duties

   a. To oversee the grounds and educational buildings of the seminary, adequate housing for staff and students is provided.

   b. Be the point of reference in discipline matters

   c. Decide on matters related to courses of study

   d. Promote the efficient operation of the school in every possible way

   e. In conjunction with the principal hire persons necessary for efficient operation and to ensure proper government and administration of the seminary.

   f. Appoint an admission committee for who shall be in the office one year

   g. Submitting to the assignment committee a list of candidates eligible for vicar and

pastoral calls to the chairman.

h. Submitting to the assignment committee a list of candidates eligible for assignment as pre- seminary students.

i. Submit regular reports of its activities to the Executive council and to the AGA.

j. Organize its own program and establish its policies subject to the constitution, Bylaws and resolutions of the church.

k. Appoint two members to attend the AGA a period of two years.

E. Doctrinal Committee

1. There will be a Doctrinal Committee consisting of the Chairman; The vice chairman, the Principal of the Lutheran Seminary and Two national pastors appointed by the Chairman's Advisory Council.
2. The terms of the appointed members of the Committee will be three years.
3. The members of the Committee will elect a Chairman.
4. Meetings of the Committee will be called by the Chairman of the Committee when need arises.
5. The duties of the Committee will include:

   a. Representing the LCMC in all doctrinal discussions with other church bodies and religious groups;

   b. Conducting a colloquy for those persons recommended for colloquy by the Chairman's Advisory Council;

   c. Reporting its activities to the Executive Council and

   d. Participating in activities of the Lutheran Church as determined by that body.

   e. Be responsible of the correct doctrinal content of all publications and instruction materials used in LCMC.

F: Assignment Committee

a. There SHALL be an Assignment Committee consisting of: The Chairman, Vice chairman, General secretary , Treasurer, chairman of the board of missions, the principal of the seminary as an advisory member, the committee shall be chaired by the chairman of the church. Meetings of the Committee will be called by the Chairman whenever necessary.

b. The duties of the Committee will include:

   a. Receiving information from the Chairman's Advisory Council, the Board for Missions and the Stewardship Board concerning the present situations of congregations, preaching places and called workers in the LCMC
   b. Receiving from the Chairman's the names of candidates who may be assigned as pastors, vicars and pre-seminary students;
   c. Prayerfully considering the needs of the congregations and called workers of the LCMC together with the men and opportunities God has given it;
   d. Reassigning evangelists, pre-seminary students and vicars to other congregations

or parish unions after consultation with appropriate groups and individuals;

e. Assigning pre-seminary and pastoral candidates to their first calls and
f. Reporting its activities to the Synodical Council and Synod Convention.

Section 5 - Church Discipline

All Church Discipline within the LCMC will be done in the loving spirit shown in Matthew 18:15-20.

A. Discipline of a Synod President or Vice President.

The two vice-presidents with agreement of the Visiting Pastors may suspend and may have the duty to suspend the Synod President for holding to false doctrine, leading an unchristian life (cf. Titus 1 or 1 Timothy 3), or for failure to carry out his duty. Within 90 days of such action, a special Synod Convention shall be called to consider the matter. Further conduct in the matter shall be in agreement with the Appeals Process described below.

In the same way a Synod President may and sometimes has the duty to suspend a Vice President with the agreement of the remaining Vice President and the Visiting Pastors. In such a case the same procedure shall apply as when a President is removed from office.

B. Discipline of a Lutheran Seminary faculty member

If there is reason to discipline and eventually suspend from office and or Synod membership of the Lutheran seminary principal or a faculty member, the Board of Control for the Lutheran Seminary shall first deal with the matter. They may ask for advice from the Chairman's Advisory Council. A faculty member suspended from office may appeal under the rules of the Appeals Process.

C. Removal of a Pastor by a Congregation

When a pastor continues in false doctrine, fails to meet the guidelines of 1Timothy 3 and Titus 1 or knowingly fails to do his work, the congregation has the right and the duty to suspend him from his call. They will ask for advice from the Parish council and possibly the CAC. Since the right to call a pastor lies with the congregation, the Synod may not overrule this action, However, the Synod (through the CAC) may discipline a congregation who has wrongfully and un-scripturally suspended a pastor. Such action shall be reported to the Chairman of the Synod , who shall report this matter to the next Synodical Council.

D. Suspending a Pastor from LCMC membership

If a pastor persists in false doctrine, fails to meet the guidelines of 1 Timothy 2 and Titus 1, the CAC together with the chairman has the duty to suspend him from LCMC membership. It will notify the congregation: that it is being served by a pastor who is no longer a member of the LCMC, and it will seek to explain what actions the congregation may take. This action shall be reported by the CHAIRMAN of the Synod to the next Synodical Council. The suspended pastor shall have the right of appeal.

E. Suspending an LCMC congregation from membership

A congregation who persists in false doctrine and practice, or continues to be served by a pastor rightfully suspended shall receive Scriptural admonition, and failing to heed that, shall be

suspended from membership by the CAC

F. Rights of Disciplined Persons or Congregations

1. They shall be informed, in writing, of the disciplinary action within 30 days.
2. They shall have the right to appeal. Together with notice of the disciplinary action taken, the disciplining body will inform them, in writing, of their right of appeal and with such a letter shall give them a copy of the article on appeals.
3. Although the suspended member has a right to appeal, the suspension shall be respected by all members of the LCMC until an Appeals Committee has reached its final decision

G. Appeals Process

1. Any person or congregation who has been suspended from membership shall have the right to appeal to the Chairman of the Synod, or to the next Synod Convention,

The suspended member is not able to appeal to both the Chairman and the Synod Convention.

2. Any appeal should be made in writing and presented to the Chairman of the LCMC. Written notice should also be given to the Board of Control that practiced this church discipline.
3. When the appeal is made to the President of the Synod, he shall give the matter over to an Appeals Committee. This Appeals Committee shall be three pastors and two laymen who have not been involved in the case. By default, these pastors will be the Chairman of the Education/Publication Committee, the Chairman of the Board for Missions, and a retired Pastor. By default, the layman of the Appeals Committee will be the senior lay members of the Finances and Stewardship Boards. Where any of the aforementioned have been involved in the case, or are not able to serve, the President will appoint Chairmen or laymen from other Boards of the LCMC.
4. When the appeal is made to the AGA, the convention shall elect an Appeals Committee from ten names submitted by the Elections Committee.
5. The Appeals Committee shall have the right and power to examine all evidence in the matter and to require any testimony that it considers necessary. The decision of this committee shall be final. Notice of the decision shall be sent to all members (Pastors and congregations) of the Synod and a complete report filed with the Chairman of the Synod. This decision shall be respected by all members of the Synod.
6. A layperson subjected to disciplinary action by a congregation shall have the right to appeal the judgment. This review shall be made by a 3-member committee appointed by the CAC. At least one member shall be a layman. Since the Synod is really advisors to matters within a congregation, the purpose of the review shall be to advise the congregation if the disciplinary action had been carried out in a proper way according to Scriptures. The decision of the review committee shall be final and a report shall be filed with the Synod Chairman.

Section 6: - Application for Membership

A group of believers which wishes to become a member of the LCMC will:

1. Have a meeting with a representative of the LCMC in which the Constitution and Bylaws, and organization of the LCMC are explained;
2. Show by congregational vote their complete agreement with Article 2 of the Constitution as

well as their acceptance of the details of the Constitution and Bylaws and

3. Write a letter to the Chairman's Advisory Council declaring its complete agreement with Article 2 of the Constitution, acceptance of the Constitution and Bylaws and desire to be a member and supporter of the LCMC.

The Chairman's Advisory Council will present this letter with its recommendation to the next regular Synod Convention.

Section 7: - Other Organizations

If LCMC members wish to start other permanent organizations within the LCMC, they will seek permission in writing from the Synodical Council. Before approving such organizations, the Synodical Council will be certain that the purpose and activities of this organization will be a benefit to the LCMC.