



September 22, 2009

(This document is posted to etdiocese.net/dioconv2010/)

TO: University Chaplains
FROM: The Rev. Canon Stephen Askew, Secretary to the Convention

Plans are under way for the 26th Annual Diocesan Convention, which will be held **February 12-13, 2010**, at the Crowne Plaza in Knoxville, Tenn. Please mark these dates and the location on your calendar.

Included in this mailing is the **Certified Election Form for Universities**. Please complete and return the form with your registration fee by **October 31, 2009**. Also in this mailing, beginning on page 3, is a **Commissioning Service** you might use to recognize delegates prior to the convention.

Title I, Canon 3: "Meetings of the Convention":

(2) If a University or College Chapel has complied with all of the sections of Title IV, Canon 3, that chapel may hold two seats with voice and vote, one of which shall be the Chaplain, the other of which shall be elected by the Chapel Board. This subsection 2 shall become effective upon the final adoption of an enabling amendment to Article IV of the Constitution of the Diocese.

(d) The evidence of election or appointment of Lay Delegates and Alternates shall be a certificate signed by the Clerk and which shall set forth, in the order of their election, the names of all Lay Delegates and Alternates and the fact of their qualification to serve. The Certificate shall be sent to the Secretary of the Convention not less than six weeks prior to the date set for the annual meeting of the Convention, and shall be prima facie evidence of the right of the persons names therein to seats in the Convention.

(e) The Lay Delegates duly elected or appointed to serve at the annual meeting of the Convention shall be the Delegates to any other meeting of the Convention prior to the succeeding annual meeting of the Convention. Vacancies occasioned by death, removal, resignation, or incapacity to serve, shall be filled in the same manner as the original election or appointment.

Subsequent information will be sent *only* to those who have registered. This mailing will be sent by e-mail to the addresses we receive, otherwise by regular mail. Copies of the mailing will be available on the diocesan web site (www.etdiocese.net).

The next mailing will include:

- The convention schedule
- Information about special events and hotel registration
- Information about lunch reservations for University delegates
- Instructions about filing resolutions and making nominations to diocesan elected offices.

If you have any questions about the convention, please contact one of the diocesan staff members below at 865-966-2110 or via their e-mail address:

- The Rev. Canon Stephen Askew, askew@etdiocese.net
- Ms. Laura Nichols, lnichols@etdiocese.net
- Ms. Rosemary Davenport, rdavenport@etdiocese.net

Certified Election Form for Universities

26th Annual Diocesan Convention
February 12-13, 2010
Crowne Plaza Hotel, Knoxville, TN

The Bishop and Council have directed that a registration fee be paid for each lay delegate and each member of the clergy. A check for \$45.00 per person, made payable to the Diocese of East Tennessee, should accompany the Certificate of Election and should arrive at Diocesan House *no later than October 31, 2009*. Do not pay or alternates. Registration fees are non-refundable.

CHAPLAIN:

Name:		Email:	
Address:			
City/State/Zip		Phone:	

DELEGATE:

Name:		Email:	
Address:			
City/State/Zip		Phone:	

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Statement of Certification

This is to certify that the above-named persons are the chaplain and elected lay delegate to represent the Campus Ministry of (University)_____ at the 26th Annual Convention of the Diocese of east Tennessee, February 12-13, in Knoxville, Tennessee.

Signature, Clerk or Secretary

After completing this form, please print out and have it signed by the clerk or secretary. This signed form, together with a check for the registration fee, is due at the Diocesan House by October 31, 2009.

Send to:

2010 Diocesan Convention
Diocese of East Tennessee
814 Episcopal School Way
Knoxville, TN 37932

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Commissioning Service for Diocesan Convention Delegates and Alternates

The Examination

The congregation being seated, the Celebrant stands in full view of the people. The Sr. Warden (or other presenter), Delegates and Alternates stand facing the Celebrant.

The Celebrant says these or similar words

Brothers and Sisters in Christ Jesus, we are all baptized by the one Spirit into one Body, and given gifts for a variety of ministries for the common good. Our purpose is to commission these persons in the Name of God and of this congregation to serve as Convention Delegates and Alternates for _____ Church.

The Celebrant asks the presenter (preferably the Senior or Junior Warden)

Are these persons you are to present prepared by a commitment to Christ as Lord, by regular attendance at worship, and by the knowledge of their duties, to exercise this ministry to the honor of God, and the well-being of his Church?

Presenter I believe they are.

The Celebrant then says these or similar words

You have been called by the Vestry to serve as Convention Delegates and Alternates. Will you, as long as you are engaged in this ministry, carry it out with diligence?

Candidates We will.

Celebrant Will you faithfully and reverently execute the duties of your ministry to the honor of God, and the benefit of the members of this congregation?

Candidates We will.

The Celebrant says to the congregation

Celebrant Will you uphold these persons through your prayers as long as they serve in this ministry?

The People respond We will.

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The Commissioning

Presenter I present to you _____, who have been chosen as Convention Delegates and Alternates.

The Celebrant says The Lord gives wisdom; from his mouth come knowledge and understanding; he stores up sound wisdom for the upright; he is a shield to those who walk in integrity.

Celebrant I am your servant; grant me understanding:
People That I may know your decrees.

Celebrant Let us pray. (Silence)

O Eternal God, the foundation of all wisdom and the source of all courage: Enlighten with your grace the Convention Delegates and Alternates of this congregation, and so rule their minds, and guide their counsels, that in all things they may seek your glory and promote the mission of your Church; through Jesus Christ our Lord. AMEN.

In the Name of God and of this congregation, I commission you as Convention Delegates and Alternates to represent _____ Church at the next diocesan convention.

(Adapted from The Book of Occasional Services)