

**ARCHDIOCESE OF SANTA FE
ARCHDIOCESAN EVANGELIZATION COMMISSION
CONSTITUTION**

**ARTICLE I
NAME**

The name of this Commission shall be “the Archdiocesan Evangelization Commission”, sometimes hereinafter referred to as the “Commission”.

**ARTICLE II
THE ROLE AND DESCRIPTION OF THE
ARCHDIOCESAN EVANGELIZATION COMMISSION**

- I. The Role of Evangelization in the Church: From *Evangelization in the Modern World* (Pope Paul VI)
 - a. Evangelization means bringing the Good News of Jesus into every human situation and seeking to convert individuals and society by the divine power of the Gospel itself. Its essence is the proclamation of salvation in Jesus Christ and the response of a person in faith, both being the work of the Spirit of God.
- II. The Description of the Archdiocesan Evangelization Commission
 - A. The Archbishop of Santa Fe has established the Evangelization Commission as a consultative body to assist in the articulation and promotion of Evangelization efforts in the Archdiocese of Santa Fe, in conjunction with the Office of Evangelization

**ARTICLE III
PURPOSE**

The Archdiocesan Evangelization Commission is a consultative body to the Archbishop and is reflective of the great desire of the Church that all may come to Christ. It is composed of priests, deacons, religious and laity who display an enthusiasm for their faith and zeal to share Christ’s message

The Commission:

- Promotes Evangelization efforts as articulated by the Archbishop and the Archdiocesan Pastoral Plan so as to enliven faith in the People of God of the Archdiocese of Santa Fe.
- Assists the Archbishop by identifying and promoting various methods that articulate and promote within the Archdiocese of Santa Fe the goals of the USCCB as set forth in *Go and Make Disciples*, namely

- To bring about in all Catholics such an enthusiasm for their faith that, in living their faith in Jesus, they freely share it with others
 - To invite all people, whatever their social and cultural background, to hear the message of salvation in Jesus Christ so they may come to join us in the fullness of the Catholic Faith
 - To foster gospel values in our society, promoting the dignity of the human person, the importance of the family and the common good of our society, so that our nation may continue to be transformed by the saving power of Jesus Christ.
- In conjunction with the Office of Evangelization, fosters the establishment of Parish Evangelization Teams by promoting Evangelization at the parish level, providing training during the formation of teams and supporting teams once established.

ARTICLE IV STRUCTURE AND MEMBERSHIP

The structure of the Archdiocesan Evangelization Commission is as follows. It is composed of the Archbishop and up to 8 other members. All members shall be appointed by the Archbishop. They include:

- (5) lay persons who have displayed enthusiasm and skill in Evangelization efforts in their local parishes
- A representative of the Office of Communications of the Archdiocese of Santa Fe
- At least one member of the Clergy, either priest or deacon, currently and directly active in Evangelization efforts.
- The Director of Evangelization as a member of the Pastoral Ministry Division of the Archdiocese of Santa Fe, who shall function as an ex-officio member of the Commission

Qualifications for appointment:

- Catholic in Good Standing
- Active member of his/her Parish
- Involved with Evangelization ministry in his/her parish
- Is not an employee of the parish
- Ability to attend and participate in the work of the Commission

Expected attitudes, behaviors and skills

It is highly desirable that appointed members display the following traits:

- Knowledge of and appreciation for ecclesial structures and authority;
- Appreciation and respect for the many cultures and traditions of the Archdiocese of Santa Fe;

- The ability to appreciate and grasp the theological and pastoral priorities of Evangelization as articulated in the Pastoral Plan for the benefit of the whole people of God of the Archdiocese of Santa Fe;
- ability to listen;
- ability to work with groups;
- ability to assume responsibility for completing a task;
- ability to articulate ideas;

The Office of Evangelization shall serve as staff to the Commission and be responsible for providing ongoing formation for the members of the Archdiocesan Evangelization Commission.

ARTICLE V TERMS OF SERVICE

Members shall act as a standing committee in the Archdiocese of Santa Fe.

1. The regular terms of service for all members of the Archdiocesan Evangelization Commission shall be two years, with one-third of the terms expiring each year. The Commission shall adopt rules and regulations governing selections, including a method by which one-third of the terms of all members shall expire each year.
2. No member of the Commission shall serve more than two consecutive terms.
3. For the first year of the Archdiocesan Evangelization Commission, the Archbishop appoints all representatives. This “preliminary” term will not count as a “regular” term, so all of these appointees would be eligible for two other consecutive terms.

Following the “preliminary” one-year term all members will engage in a process of discernment for appointment to one or two year Commission terms.

ARTICLE VI VACANCIES

Vacancies on the Archdiocesan Evangelization Commission by reason of resignation, death, disability, loss of residential qualifications, or termination of office shall be filled by and from the same constituency whose position has become vacant, pending final approval by the Archbishop of Santa Fe.

ARTICLE VII OFFICERS AND DUTIES

1. The Archbishop of the Archdiocese of Santa Fe, who exercises ordinary jurisdiction over the spiritual and temporal affairs of the Archdiocese of Santa Fe, in accordance with the legislation of the Roman Catholic Church, shall at all times be the Chairperson of the Evangelization Commission.

2. In the absence of the Archbishop, the Director of Evangelization of the Archdiocese of Santa Fe may act as chairperson in his stead.
3. The Chairperson shall:
 - a. together with the Director of Evangelization, organize and coordinate the activities and process of the Commission and assist in preparing the agenda for the Commission meetings,
 - b. Chair all meetings of the Commission
 - c. Hold accountable the members for the implementation of decisions recommended by the Commission and approved by the Archbishop
4. The Secretary to the Office of Evangelization shall act as secretary to the Commission and shall:
 - a. Keep an accurate record of the minutes of all Commission meetings
 - b. Provide a copy of the previous meeting's minutes at least two weeks prior to the next meeting and next meetings agenda to all Commission members
 - c. Maintain the official roster of all Commission members and their terms of office
 - d. Be responsible for advanced notification and reminders of scheduled meetings as well as special meetings
 - e. Report to the Commission all communications and correspondence as directed by the Chairperson (Archbishop), Evangelization Director or the Commission
 - f. Perform such duties as the Chairperson (Archbishop), Evangelization Director or Commission may direct, consistent with this office.

ARTICLE VIII FREQUENCY OF MEETINGS

The Commission shall meet four times each year at the Catholic Center. A special meeting may be called by the President (Archbishop). A regular meeting may be postponed or canceled at the discretion of the Archbishop or at the recommendation of the Director of Evangelization with approval of the Archbishop.

ARTICLE IX QUORUM

A quorum shall constitute a simple majority of appointed members to the Commission.

ARTICLE X ATTENDANCE

1. Each member of the Evangelization Commission is required to attend regularly scheduled meetings. Should a member be unable to attend, prior notification must be made to the Office of Evangelization. In most instances, prior notification constitutes an excused absence. It is the Director of Evangelization's

responsibility to inform the Commission of a member's prior notification of absence.

2. Where prior notification has not been given by a Commission member, an unexcused absence may result and can be cause for removal from the Commission. A member who fails to attend two consecutive meetings in a year shall be asked to leave the Commission. The Archbishop shall appoint the replacement for any member who has been removed from the Commission

ARTICLE XI DECISION MAKING

1. The Commission acts as a consultative body; not as a legislative body. As such, all actions of the Commission shall be in the form of a recommendation to the Archbishop.
2. The Commission shall strive to the greatest degree to reach consensus in all its recommendations. In reaching consensus, the Commission shall strive to seek full discussion from its members so that views are understandable and clear.

ARTICLE XII FINANCING

1. Expenditures incurred by the internal operation and function of the Archdiocesan Evangelization Commission shall be assumed by the Office of Evangelization. These expenditures shall normally include the following: secretarial supplies, printing, refreshments and meals for Commission members, and other items needed for the function of the Commission.
2. Expenditures and fees for Commission training and development shall be assumed by the Office of Evangelization with approval of the Executive Director of the Pastoral Ministry Division and/or the Archbishop.
3. The Office of Evangelization shall be responsible for formulating an annual operational budget for the twelve-month period designated as the fiscal year for the Archdiocese of Santa Fe for the Commission. The budget will be developed and approved through the annual Archdiocesan budgeting process.

ARTICLE XIII AMENDMENTS

Amendments to the Constitution may be introduced by Commission members at a regular meeting of the Commission. Amendments are to be submitted in writing. Discussion and voting on proposed amendments shall take place at the next regular meeting of the Commission. Each amendment to the Constitution requires a two-thirds majority vote of those present to pass.