



## **CORPUS CHRISTI UNIVERSITY PARISH PASTORAL COUNCIL STATUTES**

Canon 536 of *The Code of Canon Law*:

§1. If the diocesan bishop judges it opportune after he has heard the presbyteral council, a Pastoral council is to be established in each parish, over which the Pastor presides and in which the Christian faithful, together with those who share in Pastoral care by virtue of their office in the parish, assist in fostering Pastoral activity.

§2. A Pastoral council possesses a consultative vote only and is governed by the norms established by the diocesan bishop.

Particular Law for the Diocese of Toledo:

**Parish Pastoral Council, #1049** All parishes in the Diocese of Toledo must have a Pastoral Council. The Parish Pastoral Council is a body of the lay faithful who are members in good standing in the parish. Their role is advisory to the Pastor/Pastoral Leader and they, "along with those who share in the pastoral care of the parish in virtue of their office give their help in fostering pastoral activity." They do this through prayer, gathering information, reflection, evaluation and formulation of pastoral plans that will affect the appropriate ministries for the viability and vitality of the parish community and its service to the People of God. These plans are recommended to the Pastor/Pastoral Leader for implementation. (Pastoral Policy Handbook of the Diocese of Toledo)

### **ARTICLE I NAME**

The name of this council shall be the Pastoral Council of Corpus Christi University Parish.

## **ARTICLE II OBJECTIVES**

The Pastoral Council of Corpus Christi University Parish is an advisory and recommending body for the pastoral leadership of our parish. The Council assists in fostering the vision, mission and pastoral activity of the parish through counsel, support and providing recommendations regarding planning to the Pastor.

## **ARTICLE III MEMBERSHIP**

- A. The Council shall be composed of one *ex officio* member: the Pastor, who presides over the Council, and up to thirteen (13) members of the parish selected accordingly, each having voice and vote. New members shall be nominated by the Council and appointed by the Pastor. Council will be comprised of members of the student body, faculty/staff, and permanent community. The Pastor will invite Parish staff members to Council meetings as needed.
- B. Each member of the Council shall be at least 18 years old, fully initiated into the Catholic Church, and an active, contributing (time, talent, treasure) member of Corpus Christi University Parish.
- C. Each member of the Council shall serve in such capacity for a term of three (3) years. Terms for each member should be staggered with approximately 1/3 of the Council turning over each year. Each member and his or her term shall be listed on an Exhibit attached, and all members shall hold office until their successors have been appointed except in cases of resignation, death, or absence as set forth in paragraph D below. Each member can serve two consecutive terms before rotating off the Council for at least two years. Students serve one year terms, renewable once.
- D. Any member of the Council, other than the ex-officio member, who fails to attend four (4) regular meetings of the Council within one (1) year, unless excused by action of the Council, may be removed from the Council by a simple majority vote and approval by the Pastor.
- E. Council vacancies shall be filled by the Council for the unexpired terms.
- F. The nomination and selection of new members will be accomplished in April. New members shall take office in time for the September meeting. The Pastor, in consultation with the Chairperson, will appoint annually a New Membership Committee to coordinate, publicize, and oversee the selection of new members for that year.

- G. When there is a Pastor change the council ceases to exist. The new Pastor is to review the current membership and within the first 90 days, inquire regarding their interest in continued participation. The Pastor will determine whether the council should be a)reappointed in its entirety, b)a new council appointed, or c) a combination of a or b.
  
- H. If a pastorate becomes vacant, the Pastoral Council remains in place to assist the Parochial Administrator *pro tempore* and to provide continuity in a transition. Once a Pastor is appointed, refer to item G above.

**ARTICLE IV  
OFFICERS**

- A. The Pastor of Corpus Christi University Parish presides over the Pastoral Council, but is not an officer of the Council. The Pastor may choose to delegate actual meeting facilitation to the Council Chairperson (see B. and C. below).
  
- B. The officers of the Council shall be a Chairperson, Vice Chairperson, and a Secretary. The officers are nominated by the Council and approved by the Pastor.
  
- C. The Chairperson and Vice Chairperson shall each serve concurrent two (2) year terms. The Vice Chairperson will then normally succeed the Chairperson in that office. If the Chairperson and/or the Vice Chairperson's three year council membership term expires while they still hold their officer position, their term on the Council is automatically extended until they have completed their terms as Chairperson. The Secretary shall serve a one-year term, with no limit on additional consecutive terms.
  
- D. At the Pastor's discretion, the Chairperson will facilitate all Council meetings. The Chairperson will, working with the Pastor, prepare the meeting agenda and distribute it to Council members prior to each meeting.
  
- E. The Vice-Chairperson shall assume the duties of the Chairperson in the absence or unavailability of the Chairperson.
  
- F. The Secretary shall keep the minutes of the meetings of the Council. Records of all meetings shall be kept in the office files of The Corpus Christi University Parish.

**ARTICLE V  
MEETINGS**

- A. The Pastoral Council shall meet according to the University calendar unless a request for a meeting cancellation has been made and approved by the Pastor.

Special meetings of the Council may be called by the Pastor. The Pastoral Council may not call or conduct a meeting without the knowledge of or against the wishes of the Pastor. All members of the Council shall receive a written reminder, by electronic means or otherwise, of the time, location and agenda of any regular or special meeting no less than one week prior to the meeting. The Chairperson, after consulting the Pastor, will set the year's meeting schedule.

- B. Six (6) members of the Council, including the *ex officio* member and at least the Chairperson and/or Vice Chairperson, shall constitute a quorum for a Council meeting.
- C. While the Council often works by consensus, at certain times a vote may be taken to decide an issue. In all such cases, a two thirds majority of the voting members present constitutes an affirmative vote. The minutes will record the results.
- D. Prayer shall be an important part of each Council meeting. Further, an annual retreat for Council members is a priority. The Pastor and Chairperson have the responsibility of arranging this annual retreat, which may count as one of the monthly meetings.

#### **ARTICLE VI COMMITTEES**

The Pastor, in consultation with the Chairperson, shall establish and appoint committees or sub-committees as needed, or as the Council recommends.

#### **ARTICLE VII AMENDMENTS**

Recommendations for revision of these Statutes may be made by a two thirds majority of the Council at any time. The Pastor must approve and promulgate any and all revisions to the Statutes.

Approval of the Statutes of the Pastoral Council of Corpus Christi University Parish:

---

Rev. Msgr. Michael R. Billian, VF  
Pastor

12 September 2012