

4. Suggested Structure for Conferences (1976)

From the Minutes of the 2nd (1976) Meeting (Article 6.A):

That, in response to the directive of the previous meeting of the Council, a conference on the subject of Office in the Church be arranged. It asks that such a conference be held within the next year; that two full days be allowed for it; that, to allow adequate time for conferring in depth, the number of topics be limited to three; ... [and] that the structure of the conference follow these general lines:

- 1) A paper be prepared, by a designated person, on each subject to be discussed, and distributed to the conference two months prior to the conference, and that the paper suggest reading material and questions for discussion;
- 2) A brief response paper (two or three pages) be prepared by a designated person, relating to specifics in the master paper, to be distributed two or three weeks prior to the conference;
- 3) At the conference the writer of the master paper give a rationale (not a summary) for his paper in 10 minutes;
- 4) A group discussion of 45-60 minutes be held;
- 5) Plenary discussions then be held for at least three hours;
- 6) A chairman to lead the discussion of each topic be appointed at the time that the writer of the master paper is appointed;...