



FAQ of Ecclesiastical Discipline

Frequently Asked Questions regarding Title IV for Clergy and Laity

What is it? Title IV is the section of the *Canons of the General Convention* that relates to ecclesiastical discipline. Title IV was completely rewritten by General Convention 2009. In church circles, it is not uncommon to encounter institutional knowledge, so it is important to note that the “new Title IV” took effect July 1, 2011.

What is its purpose? The purpose of Title IV is explained in Title IV, Canon 1

“By virtue of Baptism, all members of the Church are called to holiness of life and accountability to one another. The Church and each Diocese shall support their members in their life in Christ and seek to resolve conflicts by promoting healing, repentance, forgiveness, restitution, justice, amendment of life and reconciliation among all involved or affected. This Title applies to Members of the Clergy, who have by their vows at ordination accepted additional responsibilities and accountabilities for doctrine, discipline, worship and obedience.”

To whom does it apply? Title IV applies only to ordained persons (bishops, priests and deacons) and sets up a procedure for handling allegations of clergy misconduct.

What constitutes clergy misconduct? Clergy misconduct is defined in Title IV, Canons 3 & 4

CANON 3: Of Accountability

Sec. 1. *A Member of the Clergy shall be subject to proceedings under this Title for:*

- (a) knowingly violating or attempting to violate, directly or through the acts of another person, the Constitution or Canons of the Church or of any Diocese;*
- (b) failing without good cause to cooperate with any investigation or proceeding conducted under authority of this Title; or*
- (c) intentionally and maliciously bringing a false accusation or knowingly providing false testimony or false evidence in any investigation or proceeding under this Title.*
- (d) intentionally misrepresenting or omitting any material fact in applying for admission to Postulancy, for admission to Candidacy, for ordination as a Deacon or Priest, for reception from another Church as a Deacon or Priest, or for nomination or appointment as a Bishop.*
- (e) discharging, demoting, or otherwise retaliating against any person because the person has opposed any practices forbidden under this Title or because the person has reported information concerning an Offense, testified, or assisted in any proceeding under this Title.*



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Sec. 2. *A Member of the Clergy shall be accountable for any breach of the Standards of Conduct set forth in Canon IV.4.*

Sec. 3. *In order for any conduct or condition to be the subject of the provisions of this Title, the Offense complained of must violate applicable provisions of Canon IV.3 or IV.4 and must be material and substantial or of clear and weighty importance to the ministry of the Church.*

CANON 4: Of Standards of Conduct

Sec. 1. *In exercising his or her ministry, a Member of the Clergy shall:*

- (a) *respect and preserve confidences of others except that pastoral, legal or moral obligations of ministry may require disclosure of those confidences other than Privileged Communications;*
- (b) *conform to the Rubrics of the Book of Common Prayer;*
- (c) *abide by the promises and vows made when ordained;*
- (d) *abide by the requirements of any applicable Accord or Order, or any applicable Pastoral Direction, restriction on ministry, or placement on Administrative Leave issued under Canon IV.7;*
- (e) *safeguard the property and funds of the Church and Community;*
- (f) *report to the Intake Officer all matters which may constitute an Offense as defined in Canon IV.2 meeting the standards of Canon IV.3.3, except for matters disclosed to the Member of Clergy as confessor within the Rite of Reconciliation of a Penitent;*
- (g) *exercise his or her ministry in accordance with applicable provisions of the Constitution and Canons of the Church and of the Diocese, ecclesiastical licensure or commission and Community rule or bylaws;*
- (h) *refrain from:*
 - (1) *any act of Sexual Misconduct;*
 - (2) *holding and teaching publicly or privately, and advisedly, any Doctrine contrary to that held by the Church;*
 - (3) *engaging in any secular employment, calling or business without the consent of the Bishop of the Diocese in which the Member of the Clergy is canonically resident;*
 - (4) *being absent from the Diocese in which the Member of the Clergy is canonically resident, except as provided in Canon III.9.3(f) for more than two years without the consent of the Bishop Diocesan;*
 - (5) *any criminal act that reflects adversely on the Member of the Clergy's honesty, trustworthiness or fitness as a minister of the Church;*
 - (6) *conduct involving dishonesty, fraud, deceit or misrepresentation;*
 - (7) *habitual neglect of the exercise of the ministerial office without good cause;*



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- (8) *habitual neglect of public worship, and of the Holy Communion, according to the order and use of the Church; and*
- (9) *any Conduct Unbecoming a Member of the Clergy. [Defined in Canon 4.2 as "any disorder or neglect that prejudices the reputation, good order and discipline of the Church, or any conduct of a nature to bring material discredit upon the Church or the Holy Orders conferred by the Church."]*

Is anything about the offenses different from the former Title IV? Yes. Besides some technical changes, Title IV now provides that clergy must report any suspected violation, including self-reporting if they have, or might have, committed an offense. The only exception is where the clergy person learns of the suspected violation while hearing confession. In addition, clergy must cooperate with any Title IV proceeding. This means that when asked about what they know, clergy must tell the truth and may not "plead the 5th."

How does one file a complaint? Complaints alleging clergy misconduct should be made to one of the Intake Officers. Complaints may be made in any form (phone call, email, letter, etc.)

Who are the Intake Officers and how does one contact them?

By phone call:

The Rev. Canon Joe Woodfin
865-346-4004

By email:

The Rev. Canon Joe Woodfin, Knoxville, TN
intakeofficer@dioet.org or intakeofficerknoxville@dioet.org

The Rev. L. Gordon Brewer, Kingsport, TN
intakeofficerkingsport@dioet.org

The Rev. Dr. William McGee, Hixson, TN
intakeofficerhixson@dioet.org

Ms. Laura Beasley, Athens, TN
intakeofficerathens@dioet.org

Please note: While the Intake Officers are noted by location, you may submit a complaint to any of the officers. General regional information is provided in the event that a meeting in person may be preferred. All Intake Officers are equally trained and equipped, and Canon Woodfin coordinates and may assign officers depending upon case load or other factors.

By writing:

Intake Officer (you may add a name from the above)
c/o The Diocese of East Tennessee
814 Episcopal School Way Knoxville, TN 37932



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Do I have to understand the offenses to make an allegation? No. The Intake Officer will discuss the situation with you and write a report determining whether the allegations, if true, constitute an offense. You may appeal to the President of the Disciplinary Board if you do not agree with the Intake Officer's conclusions.

Do I have to understand Title IV to make an allegation? No.

Will my identity be kept confidential? Not if the Intake Officer determines that the allegations, if true, constitute an offense and the matter proceeds beyond initial efforts to resolve it. Any allegation will be handled discretely, but the due process provisions written into Title IV do not permit the identity of the Complainant to remain confidential if the matter proceeds beyond the initial stages to, for example, a Conference Panel, which is essentially mediation. In addition, the Bishop is given latitude to disclose facts of the case for pastoral purposes, such as dealing with the affected congregation.

What happens next? If the Intake Officer's determination is that an allegation, if true, constitutes an offense, the matter is sent to a Reference Panel comprised of the Bishop, Intake Officer, and President of the Disciplinary Board. Subsequently, it may be handled by:

1. Dismissal, if the matter is not sufficiently material or weighty,
2. A disciplinary plan agreed to by the clergy person and the Bishop,
3. Conciliation (similar to non-binding mediation),
4. Further investigation by an appointed investigator,
5. An informal hearing held by a Conference Panel comprised of members of the Disciplinary Board, or
6. A formal and binding hearing held by members of the Disciplinary Board.

Title IV requires that one or more alternative dispute resolution strategies (1-5 above) be tried before a matter may go to a formal and binding hearing (6).

How is the Disciplinary Board comprised? Pursuant to the Diocese of East Tennessee, Title VI, Canon 2, the Disciplinary Board is comprised of four members of the clergy and three lay persons elected by Annual Convention of the Diocese.

Do we have the structure necessary to implement Title IV? Yes. We adopted canons in 2010 to make our canons congruent with the Canons of General Convention. Pursuant to our new canons, Convention elected seven members of the Disciplinary Board on a rotating basis. These members have been trained and are standing by for a call that we all hope never comes. We continue to stay informed of updates, revisions, and improvements to this process and to the Canons. We have already begun collaborating with other diocese to offer Title IV training and foresee potential for future collaboration with neighboring diocese in this important area.



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Where can I read all of Title IV? There is much, much more to Title IV. You may download the Canons of the Episcopal Church from the Resources section of our diocesan website at www.dioet.org

Can you give me an overview of Title IV? Yes, but because Title IV provides a great deal of due process for the Respondent (accused clergy), the Complainant, and others involved, its provisions are lengthy and complicated. The most succinct overview can be found at www.titleiv.org

What if I have additional questions? Contact The Rev. Canon Joe Woodfin at the diocesan offices, jwoodfin@dioet.org or (865) 966-2110.