

Christian Methodist Episcopal Church

COMMUNICATION INFORMATION & TECHNOLOGY



CONNECTIONAL DEPARTMENT

**Report to the
38th Quadrennial Session
and the
39th General Conference
of the
Christian Methodist Episcopal Church**

June 22-29, 2018

Birmingham-Jefferson County Civic Center • Birmingham, AL

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June 24, 2018

To: Senior Bishop Lawrence Reddick and the College of Bishops of the Christian Methodist Episcopal Church and their spouses, widows of bishops, General and Connectional Officers, members of the Judicial Council, Heads of Educational and Connectional Institutions, the delegates to this the Thirty-Eighth Quadrennial Session and Thirty-Ninth General Conference, members of the Christian Methodist Episcopal Church and all who are our guests:

On behalf of the Communication and Information Technology (CIT) Connectional Department, it is with joy and hope that we greet you in the name of Jesus Christ, our Lord and Savior!

The following report provides an update on the strategic planning efforts and projects of the Communication and Information Technology Connectional Department during the past quadrennium.

We thank our Chair Bishop James B. Walker and Vice Chair Bishop Thomas L. Brown, Sr., for their leadership, wise counsel, and for being advocates for the CIT Connectional Department!

Mission of the Communication and Information Technology (CIT) Connectional Department

The mission of the Communication and Information Technology (CIT) Connectional Department is to assist the Christian Methodist Episcopal Church in using communication and information technology tools and resources; and to connect, unite, and share information within and beyond the walls of our Connectional Church.

Communication and technology are integral in every area of life and provides the common thread, tool and resource for businesses and organizations. Simply put, businesses and organizations cannot exist without a communication and technology component.

The CIT Connectional Department provides useful communication and information technology tools! We are excited about many new and innovative technologies and the possibilities they suggest for our connectional church and 21st century ministry.

Technology is constantly evolving, and it is important to deliver ubiquitous or anytime anywhere service. The CIT Connectional Department delivered many critical services during the quadrennium on a limited connectional budget.

The CIT Advisory Committee

Bishop James B. Walker, Chair
Bishop Thomas L. Brown, Vice Chair

We have a dedicated cadre of Advisory Committee members who desire to take technology to another level, do the work and collaborate on strategic planning.

Members of the CIT Advisory Committee serve as communication and technology consultants to local churches, Episcopal Districts and the connectional church; and work collaboratively with the College of Bishops, General Officers and Connectional Officers.

Throughout the past quadrennium, the Advisory Committee members met during the General Connectional Board and via telephone and WebEx conference calls to plan for communication and technology initiatives for our Zion.

Advisory Committee Members

First Episcopal District	Dr. Lauren James
Second Episcopal District	Mr. Michael Morgan
Third Episcopal District	Mrs. Sharon Doss
Fourth Episcopal District	Dr. Princess Pegues
	Mrs. Paula Wiley Boutee
Fifth Episcopal District	Mrs. Carolyn Hassell
Sixth Episcopal District	Rev. Javon Jackson
Seventh Episcopal District	Dr. Judith E. Grant
Eighth Episcopal District	Mrs. Tina Jones
Ninth Episcopal District	Dr. Theresa Duhart
Tenth Episcopal District	Rev. Ufot Silas
Eleventh Episcopal District	Mr. Ndagijimana Pascal

Officers Elected:

President:	Dr. Theresa Duhart
Vice President:	Mrs. Sharon Doss
Secretary:	Dr. Princess Pegues
Treasurer:	Mrs. Carolyn Hassell

The CIT Standing Committee

The CIT Standing Committee met at each General Connectional Board during the quadrennium to receive and evaluate the report of the Communication and Information Technology Connectional Department.

First Episcopal District	Mrs. Vera Merriweather Mrs. Debora C. Young Gant
Second Episcopal District	Rev. Ian Gibson
Third Episcopal District	Rev. Reginald Burke, Mr. Phillip Hill
Fourth Episcopal District	Dr. Earl Griffin, Dr. Pene' Woods
Fifth Episcopal District	Rev. Anderson T. Graves, Jr., Mrs. Carolyn Hassell
Sixth Episcopal District	Rev. Dr. Timothy R. Green Mr. Devin Jenkins
Seventh Episcopal District	Ms. Rolanda Baldwin, Dr. Judith E. Grant
Eighth Episcopal District	Ms. LaKeisha Melton, Mrs. Almarie Moore
Ninth Episcopal District	Rev. James Dunbar, Dr. Theresa Duhart
Tenth Episcopal District	Rev. Silas Ufot, Ms. Itohowo Joseph
Eleventh Episcopal District	Mr. Ndagijimana Pascal

Strategic Plan

A strategic plan was developed the last quadrennium and provided a blueprint, roadmap, and guidebook to help steward the activities of the Communication and Information Technology Connectional Department.

The plan helped to provide structure to this connectional department to plan for and execute critically needed technology support and services, develop financial, human and physical resources, and provide professional management of an essential resource for the CME Church.

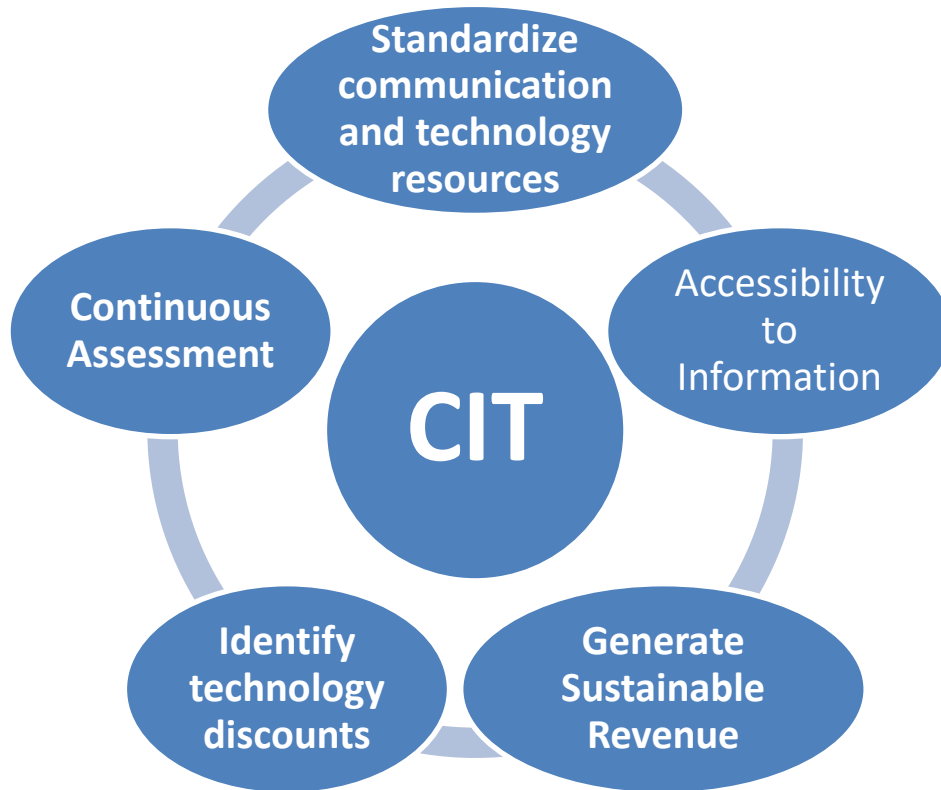
CIT continues to work towards the goals of the strategic plan.

Core Values

The following are the core values of the CIT Connectional Department:

- ❖ Reliability
- ❖ Professionalism and Integrity
- ❖ Efficiency and Effectiveness
- ❖ Innovation
- ❖ Excellence
- ❖ Collaboration and Teamwork

CIT Strategic Goals



1. Implement and standardize communication and technology resources for the Christian Methodist Episcopal Church and assist with maintaining the brand for the Christian Methodist Episcopal Church.
2. Make needed information easily available to all connectional members.
3. Generate sustainable revenue for the Communication and Information Technology Connectional (CIT) Department.
4. Continue to identify technology discounts for the connectional church and members.
5. Continuously assess the structure and needs of the CIT Connectional Department using strategic analysis.

Major Accomplishments of the Communication and Information Technology (CIT) Connectional Department – 2014-2018

Our projects over the quadrennium are as follows:

1. General Conference Technology

We are excited to report about some exciting technologies planned for rollout at this General Conference!

- A. CIT, in collaboration with the College of Bishops, is introducing the **Speaker Queue System** by Option Technologies to provide an effective meeting technology resource for use at this General Conference.

The Speaker Queue System is a suite of Web based software tools that work with computers, tablets, and smart phones to help the Chairperson of a meeting manage multiple requests to speak. The system will capture, time stamp, and effectively manage multiple requests to speak so that each request is properly addressed in priority order and the debate process is fair and orderly. Training and handouts will be available to our leaders, delegates and alternates, orderlies and CIT members to ensure that the system is user-friendly and easy to use.

- B. CIT worked with the Election Chair Bishop James B. Walker to have **clickers** available for voting this week at the General Conference.

- C. At this General Conference, a **text messaging service** will be used to provide announcements, alerts and other notifications to our connectional members who *opt in* to the service! This service will continue beyond the General Conference and become a routine communication protocol for the CME Church!

2. CIT worked collaboratively with the Department of Publications to produce the Bishop's forms for their quadrennial reports, and the publication, *The Quadrennial Reports of the College of Bishops of the Christian Methodist Episcopal Church*.

3. CIT presented the following four recommendations to the 2017 General Connectional Board that were passed:

- That official documents of the Christian Methodist Episcopal Church for publication on the official CME Web site are provided to the Webmaster by the General Secretary of the Department of

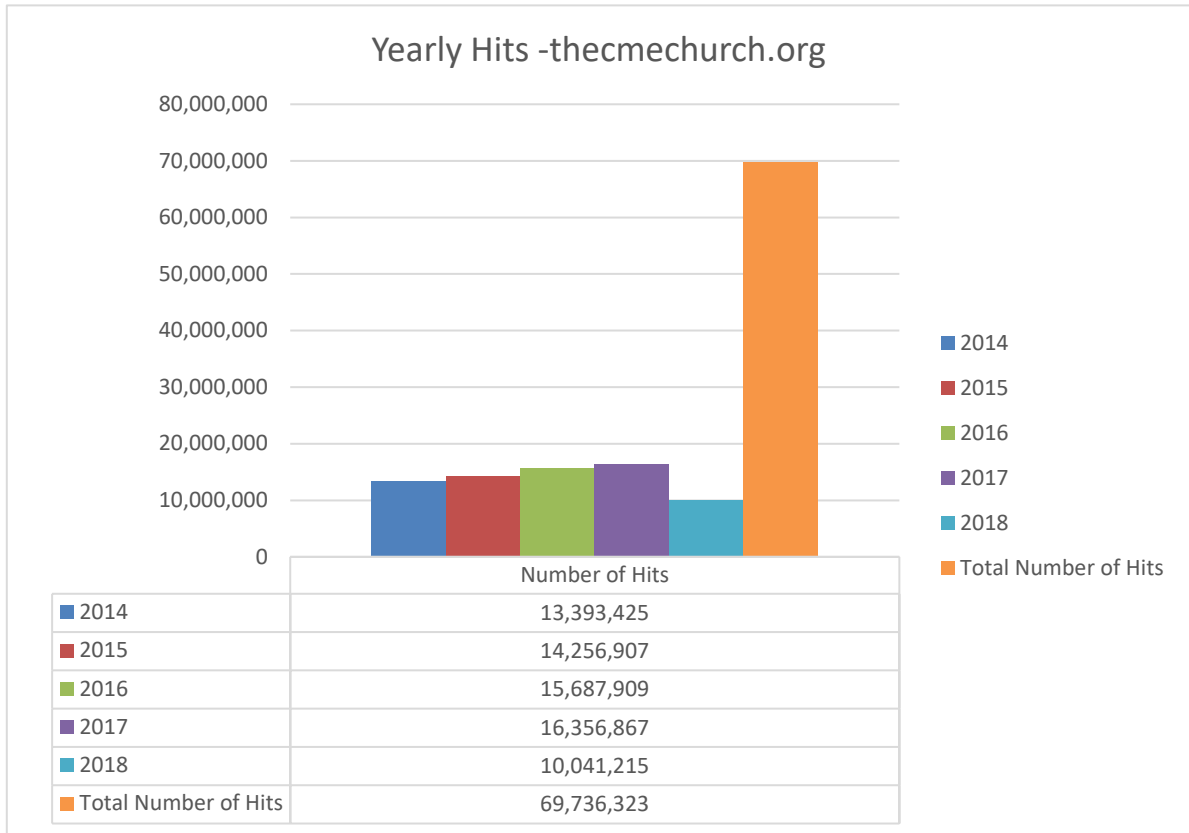
Publications and/or the Senior Bishop/CEO of the Christian Methodist Episcopal Church.

- That the CIT Advisory Committee partner with the Department of Personnel Services to recommend and provide resources on information about electronic surveillance equipment, such as cameras and other security technology, on church property. Online resources for safety and security information are available at the Department of Personnel Services Web page at www.thecmechurch.org and www.churchmutual.com .
 - That the Pastoral Reporting Forms are Web based by May 2017.
 - That strategic technology initiatives for the denomination continue as planned in the report of the President of the CIT Advisory Committee, and for paperless initiatives continue to be developed and utilized during all connectional meetings and for sustainability efforts.
4. In collaboration with the College of Bishops, the **Pastor's Report Form** was updated, standardized, and made Web-based before the start of the Annual Conferences in 2017!
- Concerns were heard and it was the intent to make the form user-friendly and easy to fill out online.
 - **The online form can be used by any browser.**
 - The form is compatible with most mobile devices.
 - Upon completion, the Pastor's Form can be easily previewed, saved and printed.
 - Before clicking on the submit button, notice the prompts to email the form to your Presiding Bishop and other appropriate persons identified on the form.
 - The person filling out the form will receive by email a PDF attachment of their form.
 - Presiding Bishops will receive the Pastor's Forms by email, and can also access the forms at their online portal to provide others.
 - For convenience purposes, the form is posted at the top of all pages on the official CME Web site – www.thecmechurch.org

CIT will continue to tweak the form to make it meet the needs of our leaders and pastors!

5. CIT is in the process of revamping the official Web site of the CME Church with relevant news and announcements at: www.thecmechurch.org. The new Website will use WordPress, an integrated and fully functional management system powered by GoDaddy Web hosting services. Look for continuing developments at the official CME Web site!

Here are important (and exciting) statistics for the official CME Web site over the past four years.

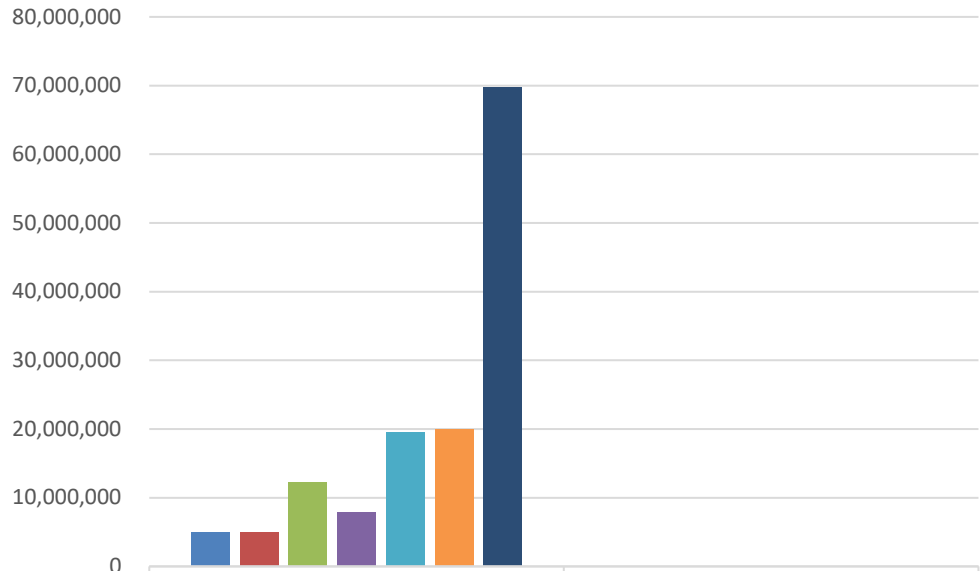


Year	Number of Hits
2014	13,393,425
2015	14,256,907
2016	15,687,909
2017	16,356,867
2018 (January-June 1)	10,041,215
Total	69,736,323

Popular Pages

www.thecmechurch.org/cme-logo.html
www.thecmechurch.org/our-mission---beliefs.html
<http://www.thecmechurch.org/lenten-resources.html>
www.thecmechurch.org/
www.thecmechurch.org/pastoral-report-forms.html
www.thecmechurch.org/unity-summit.html
www.thecmechurch.org/general-conference-2018.html
www.thecmechurch.org/bishop-teresa-e.-snorton.html
www.thecmechurch.org/the-christian-index.html
www.thecmechurch.org/ministries.html
www.thecmechurch.org/bishop-kenneth-w.-carter.html
www.thecmechurch.org/church-structure.html
www.thecmechurch.org/educational-institutions.html
www.thecmechurch.org/senior-bishop-lawrence-reddick.html
www.thecmechurch.org/personnel-services-articles-to-periodicals.html
www.thecmechurch.org/voter-registration.html
www.thecmechurch.org/the-general-department-of-christian-education.html
www.thecmechurch.org/pastors-conference.html
www.thecmechurch.org/general-department-of-publications.html
www.thecmechurch.org/founder-s-day-broadcast-site-requirements.html
www.thecmechurch.org/chaplains.html
www.thecmechurch.org/bishop-thomas-l.-brown--sr..html
www.thecmechurch.org/bishop-othal-h.-lakey.html
www.thecmechurch.org/bishop-edward-lynn-brown.html
www.thecmechurch.org/bishop-c.-james-king--jr..html
www.thecmechurch.org/announcements.html
www.thecmechurch.org/8thdistrict2.html
www.thecmechurch.org/7thdistrict.html
www.thecmechurch.org/6thdistrict.html
www.thecmechurch.org/5thdistrict.html
www.thecmechurch.org/4thdistrict.html
www.thecmechurch.org/9thdistrict.html

Visit Length - thecmechurch.org



Visit Length Official Site of CME Church July 5, 2014 - June 1, 2018		
■ Less than 5 secs	5,000,000	0
■ From 5 secs to 30 secs	5,000,500	0
■ From 30 secs to 5 mins	12,200,400	0
■ From 5 mins to 20 mins	8,000,289	0
■ From 20 mins to an hour	19,494,709	0
■ Longer than an hour	20,040,425	0
■ Total Number of Hits 2014-2018	69,736,323	

6. Planned and executed the Web portal for the 2018 General Conference in collaboration with the College of Bishops that debuted at the 2016 Unity Summit.
7. The **CMEChurch app**, developed by the Communications and Information Technology (CIT) Department, debuted two years ago.

The app allows our members to connect and engage with information at their fingertips. Information about CME events, ministries, news, social media sites and a searchable index of CME churches are a few of the many app features existing now with continuous improvements.



All of our connectional events and online registrations are featured on the app.

Use the app to view the General Conference schedule and activities, maps, directions and much more.

To date, the app has been viewed and downloaded to **5,800 devices** (Apple, Android, Window platforms).

The CMEChurch app is available for all mobile devices in your app store!

To download the free app, go to your device's app store and search for '**CMEChurch**'.

8. In 2016, the **CYYAC16 app** was developed by CIT in collaboration with Dr. Carmichael Crutchfield and made available for all mobile devices! The app provided detailed information about the event and pushed updates out to the youth and young adults during the event. Over 2,000 persons downloaded the app!
9. CIT collaborated with the College of Bishops and the Presiding Elder's Council on the **Founder's Day Live Streams held for the 146th and 147th anniversaries**. Thanks to CMEtv, the service was live streamed and many of our local churches around the nation served as broadcast sites.
10. CIT convened a **social media team** to develop social media strategies for our connectional church. The team included many of our General Officers and CIT Advisory Committee members. The team drafted the vision, goals and objectives and a social media policy.
 - Launched the Facebook page for the Christian Methodist Episcopal Church – www.facebook/thecmechurch . All important announcements emanate from this page and shared with other CME Facebook groups and pages.
 - Ensure that all General Departments have a social media presence.
 - We continuously update the Facebook for the Christian Methodist Episcopal Church – www.facebook/thecmechurch . Important announcements and photographs emanate from this social media and are shared with CME groups and other pages.
 - Additionally, CIT post tweets via our Twitter account – cmechurch – and established our official Instagram account – cmechurch – which our connectional members use for posting photographs of church-related activities and connectional events.
11. CIT worked with all connectional events to setup successful online registrations. CIT established online registration for most of the connectional events during the quadrennium: the CME Unity Summit, Pastors' Conference, Women's Missionary Council Quadrennial Assembly and Executive Board Meetings, and several Episcopal Districts' meetings. A collaborative partnership established with the vendor RegOnline (now CVENT) provided discounted online registration processing services.
12. CME Church Communications distributed **1,250** e-blasts and other news announcements during the quadrennium to a base of **15,500** connectional members and friends.

Special thanks is given to Rev. Dale Dennis, a young adult, pastor and phenomenal graphic artist in the 7th Episcopal District, who designs many of our flyers and banners for the CME Web site and CME Church communications and flyers!

13. **Communication strategies** and standards continued to be implemented for the Connectional Church, the official CME Web site and connectional Web sites. CIT maximized opportunities to promote and brand the CME Church!

- The protocols are identified here: www.thecmechurch.org/cit.html
- In an effort to establish uniformity on the Web site, CIT continues to arrange for professional photographs of the College of Bishops each quadrennium.

14. The **CME Tech Shop** provides discounted hardware, software and other technology equipment for our leaders, members and churches – and the site is user-friendly and only available to CIT.

Partnerships with three major vendors, Apple, Dell, Inc. and CDW-G, provide Employer Participation Programs and significant discounts to CME Affiliates (identified as Episcopal Districts, General and Connectional Departments, Presiding Elders offices, local churches and related organizations), and all connectional members.

15. The CIT Connectional Department continued to collaborate with Dr. Jeanette Bouknight, our Executive Secretary, on key communications and technologies for the connectional church and at connectional events.

Final Words and Acknowledgements

Again we thank our Chair Bishop James B. Walker and Vice Chair Bishop Thomas L. Brown, Sr. for their leadership to the CIT Connectional Department.

Special thanks to our officers and members for their diligent work in serving nationally and within their Episcopal Districts, and to the CIT Standing Committee.

It has been a pleasure to serve the Christian Methodist Episcopal Church, the College of Bishops, the General Officers, Connectional Officers, the Judicial Council, Heads of Connectional Institutions and other connectional leaders and members.

Thank you for this opportunity to report on the ministry and stewardship of the CIT Connectional Department as we strive to provide essential communication and information technology services to the Christian Methodist Episcopal Church.

Humbly Submitted,

Dr. Theresa Duhart, President
Mrs. Sharon Doss, Vice President
Dr. Princess A. Pegues, Secretary
Mrs. Carolyn Hassell, Treasurer

Advisory Committee Members

Dr. Lauren James
Mr. Michael Morgan
Mrs. Sharon Doss
Dr. Princess Pegues
Ms. Paula Wiley Boutee
Mrs. Carolyn Hassell
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