

Index to OFS Governing Documents*

[Compiled by Terri Leone, OFS and Kathleen White, OFS]

* The OFS General Constitutions (GC 4.1) states that the SFO is governed by the universal law of the Church (Code of Canon Law), its own Rule, Constitutions, Ritual, and particular statutes. We have included references to the *Code of Canon Law* for canons referenced in our governing documents and to the *Statutes for the Spiritual and Pastoral Assistance to the Secular Franciscan Order*.

N.B. Since *Essential Documents* was compiled, which includes this “Index”, a variety of forms, guidelines & procedures have been developed & approved for our use. They may be found on our national website.

Reference Abbreviations used:

CCL	= Code of Canon Law (1983)
R	= OFS Rule (1978)
GC	= OFS General Constitutions (2000)
IS	= FIOFS International Statutes (2002 – amended 2008)
NS	= OFS-USA National Statutes (2003 – amended & approved 2013)
SSA	= Statutes for Spiritual & Pastoral Assistance to the OFS (2002)
Rit.	= OFS <i>Ritual</i> (Old - 1985)

Numbers listed after referenced document indicate article of document, then paragraph then subparagraph if indicated, e.g. GC 24 = article 24 of General Constitutions; NS 19.2b = article 19 of National Statutes; paragraph “2”; sub-point/sub-paragraph “b” of paragraph “2”.

A

abolishment / abrogation of previous regulations (GC 7; NS Intro.)

absolute majority = more than half (GC 78.1; IS 10.4; NS 9.2)

abstinence (GC 13.3)

accountant, (GC 74.2k; NS 4.5)

“act as leaven” (R 14; GC 19.1)

active

Catholic (NS 19.2d)

participation in fraternity (GC 30, 53.3; NS 18.7a)

“presence in the Church & in the World” (R 6; GC 17.4, 17-27)

Secular Franciscan (R 22-24; GC 30; NS 16.2, 18.7a)

“voice” = can elect (GC 77)

activities, “thought provoking” (NS 18.9)

additional directives/norms re elections (CCL 173.2; GC 80; NS 9.3, 11.6, 14)

administration of goods (GC 93.2)

admission to the Order: (R 3; GC 39; NS 19.2d)

approval authority = council (R 23; GC 39.3)

by formal act to Minister (GC 39.1)

conditions for (CCL 316; GC 39.2)

of members to a fraternity prior to its canonical establishment (GC 46.2)

registered (GC 39.4, 52.2b)

request for admission (R 23; GC 39.1)

Rite of (GC 39.4; *Rit.*)

admonish - see “fraternal correction”

advance notice of convocation/gathering (NS 3.4)

affiliation vs. profession (GC 53.5, 103; NS 18.13)

age for profession (R 23; GC 43; NS 19.3b)

aggrievances [sense of having been “wronged” by Council decision] (GC 59)

allocation of patrimonial goods (CCL 121 - 123; GC 48; NS 4.3)

“altius moderamen” (CCL 303; GC 1.4, 85.2, 87.1; NS 18.3, 18.4; SSA 2, 3, 8.1)

ambition (GC 32.2)

amendments (IS 24; NS 29)

“animate & guide” (R 21; GC 4, 31.1, 51-52, 61.3-63, 65-67, 73b; IS 10.1e, 14.1a, 14.2;
NS 1.2, 5.5a, 18.9)

animation

of fraternities (SSA 13.2)

of liturgical celebrations & spiritual reflections (SSA 13.3)

annual

budget (NS 5.5i, 6.4b, 6.4c)

meeting (NS 3.4, 5.5i, 6.4c, 7.1, 7.5)

Renewal of Profession (*Rit.*)

report (GC 51.2b, 62g, 63.2f, 66.2h)

another religious family, bound by perpetual commitment (GC 2.1)

apostolate (NS 16.3)

apostolic

activities/works (CCL 311, 315; GC 2.1, 30.3, 31.4, 95.4; NS 16.3)

life (GC 2.1, 3, 93.1; NS 18.5a)

appeal(s), right of (GC 59, 84.4, 93.5; IS 13.1i-j; NS 5.5f, 15.4)

application

of *General Constitutions* (R 20, 21, 23, 26; GC 49.2, 60, 61.2, 62.1)

of *Natl. Statutes* (GC 25, 29.3, 34, 38.2, 41.2, 41.3, 43, 46.1, 47.2, 49.2, 52.4c, 53.3, 54, 61.2, 61.3, 64, 65.3, 68.2; NS 28)

application & interpretation of *Rule* (R 3)

appointment

of Councilor (NS 15.2)

of Spiritual Asst. (R 26; GC 50.2g, 89, 91; SSA 11.2, 15, 17.1, 19.1, 21.1, 23.1)

archives (IS 19.3c; NS 6.3)

aspirant [in USA use term “Inquirer”] (GC 39)

assurance/ guarantee of spiritual assistance [refer to “spiritual assistance”]

attend meetings (R 22, 24; GC 28.3, 30.2, 31.4, 49.2, 62.2a, 63.2, 66.2a, 67.2a, 68.1, 70.3, 74.2; IS 10, 14.1b, 15; NS 3.4-3.6, 18.7b)

attitude of indifference (GC 18.2)

audit, financial/property (GC 54.3, 62.2j, 66.2l, 74.2k; NS 4.5, 18.11, 25.1)

authority regarding elections (NS 9.3)

B

ballot

absentee (CCL 167)

blank (NS 10.6)

secret (GC 78.1, 78.3; NS 8.5, 10.6)

Baptism (R6; GC 17.1, 42.1; NS 19.2d)

bear arms (GC 23.2)

“bearers of peace” (R 19; GC 23.1)

Beatitudes, live the spirit (R 11; GC 15.1, 36.1)

Bishop, relations with (GC 3.2, 46.1, 95.2, 99.1, 101; NS 16.3)

Bl. Virgin Mary (R 9; GC 16)

“board of examiners” (GC 62.2j, 66.2l; NS 4.5)

bond of communion (SSA 12.2)

books (GC 52.4a & b; NS 6.4d)

“brothers & sisters of penance” (R 7; GC 13.1)

budget (GC 50.2e; IS 10.1j; NS 5.5i, 6.4c)

“build a more fraternal & evangelical world” / “build the Kingdom of God”(R 14; GC 3.2, 20.1)

bursar = treasurer (GC 52.4)

business (NS 3.2, 5.1)

 electronic (NS 5.6, 23.6)

 reviewed and ratified (IS 10.4; NS 3.2, 5.1, 23.1, 23.6)

C

candidacy (NS 19.2b)

candidate

 in formation (GC 37.2, 40, 41, 42)

 for election = nominee (NS 11.2)

Canon Law, Code of (GC 1.4, 85.2; NS 1.3, 9.3)

 116: (NS 1.1) definition of *juridic person*

 117: (NS 1.1) approval of Statutes needed

 119: (NS 9.2) election issues, e. g. Absolute majority, voting ties, etc.

 123: (NS 4.3) disposition of *patrimonial goods* upon cessation of *juridic person*/fraternity

 168: (NS 8.5) limit one vote per person

 173.2: (NS 10.6) secret ballot

 214: (NS 1.1) follow form of spiritual life approved by Church teaching

 303: (GC 85.2; NS 1.1) definition of “third order” or its equivalent

Canonical establishment of fraternity (R 22; GC 46, 95.2; NS 18.2)

care for creation (R 18; GC 18.4)

casting one ballot (CCL 168; NS 8.5, 10.6)

catechesis (GC 17.2, 24.1)

catechists (GC 17.2)

Catholic Faith (GC 39.2)

Cell {section or group w/i fraternity} (GC 34, 36.2, 50.2d, 93.3; NS 18.5)

Ceremony of Introduction and Welcoming (*SFO Ritual*; NS 19.2a)

Cessation of fraternity (GC 48.1)

 monies & property (CCL 121-123; GC 48.1; NS 4.3, 18.11)

Chair of Nominations Committee & Committee (NS 11.1, 11.3)

chapter = assembly, gathering or meeting of fraternity (GC 49.2, 51.2; NS 3.5)

 elective (GC 76 - 80)

 general (GC 70.3, 70.4; IS 10, 11.2, 12.1)

 national (GC 66.2a, 67.2a, 67.2c; NS 3.4 - 3.6, 7.1 - 7.3)

 regional (GC 62.2a, 63.2a, 64; NS 22.3, 23.7; 16-25)

charisms (GC 1.2)

charitable works (GC 13.2, 17.4, 30.3)

chastity [see purity of heart]

Checks as payment (NS 6.4b)

Children (R 17, 24; GC 25, 96, 97; NS 27)

choices (GC 12.2, 23.2, 50.1)

Chrismation (NS 19.2d)

“Christ, poor & crucified” is “the book” (R 10; GC 10)

Christian

 commitment (GC 24.1)

 love (R 12, 13; GC 22.3)

 motivation (GC 19.1)

 spirit of service (R 14)

Church (GC 24.1, 92.1, 93.1)

 doctrine (GC 99.1)

 duties & services (GC 100, 101, 102)

 events (GC 44.3)

 Law (GC 4.1, 76.1)

 teachings (GC 40.2)

 rebuild (GC 100.1)

Church & Sec. Franciscans (R 3, 5-8, 17, 22, 24; GC 14, 17, 40.2; NS 16.3)

CIOFS = Intl. Council of OFS (GC 5.3, 69.2; IS 1,2; NS 10.3, 11.6, 29.1)

civil

 authorities (GC 51.2, 63.2e, 67.2d, 74.2d; IS 13.1c)

 legislation (GC 54.2)

 responsibilities (R 15; GC 20.2, 22)

Clare of Assisi (GC 98.2)

clarification/interpretation of OFS Rule & Gen. Const. (GC 5; IS 10.1f, 13.1a)

clergy, secular (GC 2.2, 35)

CNSA = Conference of Natl. Spir. Assts. (GC 76.2, 93; NS 2.2; SSA 19, 20)

collaborating/contributing (R 1, 13, 14; GC 14.1, 14.3, 15.2, 23.1, 28.2, 29.1, 30, 31.3, 31.4, 53.1, 62.2c-62.2g, 71.1b, 73d, 95.3, 98, 99.1, 100-103; NS 3.7b, 11.2, 18.7, 25.3)

collaboration & co-responsibility

 among First Order/TOR (SSA 1.3, 2.3, 3, 6.3, 7.1, 17.2, 19.1, 23.2)

 with Local Ordinary (SSA 7.2)

collegial

 acts (CCL 119; NS 6.6b)

 spiritual assistance (SSA 3.2, 8, 10.2)

Commissions (IS 13.1m; NS 5.5g, 23.5)

commitment

perpetual/permanent (R 23; GC 42.2)

to another religious family (GC 2.1)

Committees (IS 13.1m; NS 5.5g, 23.5)

common

charism (GC 85.1; SSA 1.2)

“Fund” / “Fair Share” (R 25; GC 30.3; NS 18.7)

interests (GC 34, 35; NS 18.5a)

interest groups (GC 34; NS 18.5)

mission to Church & to society (SSA 1.2)

ongoing formation (R 22-24; NS 19.5c)

communication, responsibility (GC 62.2d; IS 13.1r, 14.1d, 14.1e)

communion

among fraternities & other Fran. groups (R 24; GC 3.2, 29.1, 61.1, 71.1b, 73d; NS 1.1, 16.2) [see also “spiritual assistance”]

among members - living & deceased (R 24; GC 15.2, 27, 32.1, 36.1, 53.1, 53.4; NS 18.9, 18.10)

“of saints” (GC 27.1)

with the Church - Pope, bishops, etc. (R 3, 5-8, 17, 22, 23.1, 24.3; GC 1.1, 14, 15.2, 17, 23.1, 39.2, 73f, 85.2, 98-102; NS 16.3) [see also “spiritual assistance”]

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Conclusion of elections (GC 78.4)

conditions

for admission to OFS (GC 39.2)

for profession to OFS (GC 41.2)

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Conduct of business (R Chap. 3; NS 2.1, 3.2, 9.1, 18.6, 23.1, 23.6, 28)

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Assistants at various levels (SSA 16, 17.3, 19.3, 21.3)

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Ecclesiastical

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absolute majority = more than half (GC 78.1)

accept office (GC 78.4)

“active” voice = can elect (GC 77)

additional directives/norms (CCL 173.2; GC 80; NS 9.3, 11.6, 14)

authority (NS 9.3)

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official

business (IS 10.4, 10.5; NS 3.2, 5.6, 9.1, 18.6)

documents (GC 74.2i, 87.2a; IS 13.1n)

languages (IS 1.5)

OFM = Order of Friars Minor (a “First Order”)

OFM Cap = Order of Friars Minor Capuchin (a “First Order”)

OFM Conv = Order of Friars Minor Conventual (a “First Order”)

OFS = *Ordo Franciscanus Saecularis* - 2011 official acronym for Order per CIOFS

oldest by profession (GC 78.1)

On-going Formation (GC 44; NS 16.2, 18.9, 19.4)

oppression (GC 22.2)

Orderly collaboration (GC 29; NS 19.5c)

Ordinary (GC 46.1, 101.2)

Ordo Franciscanus Saecularis = **(OFS)** official title of SFO (IS 1.4; NS 1.1)

“outgoing Council” (GC 77.2; NS 8.6, 28)

“outgoing Minister” (GC 79.2; NS 13.3, 28)

P

parish involvement (GC 14.3, 102.1)

participate in fraternity gatherings (R 22-24; NS 18.5a, 18.7a)

“passive” voice = can be elected (GC 77)

pastor (GC 95.2)

pastoral care - see spiritual assistance

Pastoral

councils (GC 100.2)

Visit (CCL 305.1; R 26; GC 51.2d, 63.2g, 67.2g, 86.1, 88.2b, 92, 93.5, 95;

NS 5.5h, 17, 18.8, 26; SSA 5.2, 6.3, 11.2, 14, 17.3)

combined w/ Fraternal Visit (GC 93.4; NS 17, 26; SSA 14.4, 14.5)

report needed (GC 93.2 - 93.4; SSA 14.4)

requested by (GC 92.2; SSA 14.3)

patrimonial goods (GC 48.1, 62.2i, 66.2l, 74.2k, 94.3; NS 4, 25, 28)

payment of monies (NS 5.5h, 6.4, 18.8, 26.2)

peace (R 19; GC 23.1, 23.3, 32.1, 98.1))

peacemakers (R 19; GC 10)

pedagogy (GC 25, 40.4; NS 19.5)

Penance (R 7; 17.3, 17.4)

Sacrament of (R 7; GC 13.1)

penitential practices (GC 13.3)

People of God (GC 25, 99.1)
permanent dismissal/withdrawal (R 23; GC 56.1, 57.1, 58.1; NS 20)
permanently Professed (R 23; GC 42.2; NS 19.3a)
personal
 fraternities (GC 28.3, 35.2, 36)
 needs (GC 15.3)
 pledge (GC 96.3)
 witness (GC 17.1)
personality of individuals & fraternities (GC 33)
pessimism (GC 26.2)
plurality of expressions (GC 33.1, 71.1b)
pollution (R 18; GC 18.4)
Poor Clares (GC 98.2)
Pope/Holy Father/Roman Pontiff (R 3, 6; GC 1.4, 5.1, 17.3, 23.1, 99)
possessions & power (R 11; GC 15.3)
poverty (R 10, 11; GC 15, 19.2)
practicing Catholic (NS 19.2d)
Prayer & Contemplation (R 8, 9; GC 12.3, 14.5, 15.2, 17.4, 24.1, 30.2, 37.3, 40.3, 103.1;
 NS 19.2c)
“precise criteria” (GC 54.2; NS 18.12, 25.4)
preference for the poor (R 13; GC 19.2)
preferred apostolate (GC 17.1)
“presence of divine seed” (R 19)
Presidency of CIOFS (IS 2, 11-16; NS 29.2)
Presider/President of Chapter of Elections (GC 76.2 - 76.4, 78.4; NS 9.3, 11.6a, 18.8, 26.2)
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Priorities of responsibilities for Secular Franciscans (GC 12.1, **17.4**)
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Quorum = # voters needed: (GC 77.4; NS 9.1, 18.6)

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SFO = Secular Franciscan Order (in USA) -revised 2018 to **OFS**

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