

## MINUTES OF THE 3<sup>rd</sup> MEETING OF THE INSTITUTE OF RELIGIOUS LIFE STEERING GROUP AT HEYTHROP COLLEGE 27.03.08

Present: Birute Briliute, Damian Howard, Christopher Jamison, Paul Rout, Gemma Simmonds

Apologies: John McDade, Catherine Skelton, Margaret O'Shea, Ben Foy, Martin Poulson, Mary McClure, Ann Cunningham.

1. Gemma Simmonds welcomed the participants, followed by prayer said by Paul Rout.
2. Minutes of previous meeting were approved after few amendments were accepted:
  - The title of the minutes should be 'the 2<sup>nd</sup> meeting' instead of 'the 1<sup>st</sup> meeting';
  - The date should be 'the 25.01.2008', instead of 30.11.07'.
3. Matters arising:
  - The project funding issue was presented by Gemma Simmonds and discussed among the meeting.
  - G.S. announced to the meeting that the CoR Executive have authorized payment of the foundational contribution of £20,000 to the Religious Life Institute over two years.
  - The cheque for £10,000 has been made payable to Heythrop College so that RLI steering group can finalize the process of recruiting a project manager.
  - Project manager – it was decided that **A Job Description** will be discussed and document will be corrected and proposal offered among the members of the steering group via internet forum.
4. Date, venue & topics for October Study Day were presented and discussed:
  - The interview for the job will be advertised via CoR mailing and website. The interview is likely to take place by mid-May
  - Draft document **Letter to Nuncio** was discussed. The main observation suggested that the document should be redrafted via internet forum and brought up to the next meeting.
  - It was decided to launch the first Study Day on October 11<sup>th</sup>, with October 18<sup>th</sup> as a second option if this proves impossible.
  - The venue: first Study Day – Heythrop College, London; three forthcoming – Birmingham, Liverpool and Edinburgh.
  - The topics – it was decided to circulate proposals for the first Study Day topics along with the names of main speakers to all members of the Steering Group and get some feedback/confirmation regarding the issue by the end of April.
5. The date of the next meeting. Date of next RLI meeting was proposed for mid May 2008.

The meeting was closed at 4.10pm

## Letter from Brother Robert Smith: Interim Vice Chancellor of Bethlehem University

23 April 2008

Dear Colleagues and Friends of Bethlehem University,  
On 2 January 2008 Brother Daniel Casey, Vice Chancellor, wrote to inform us that due to a recurrence of skin cancer he was returning to the United States for medical treatment.

Today I write with the sad news that Brother Daniel's cancer has spread and his physicians have determined that his condition is terminal. He has made the decision that he will not undergo further treatment and has submitted his letter of resignation from the Office of Vice Chancellor of Bethlehem University.

Archbishop Antonio Franco, Chancellor of the University, and Archbishop Fouad Twal, President, like all of us, are stunned and deeply saddened by this news. They have expressed their prayerful concern for Brother Daniel and their solidarity with the University community at this difficult time.

Archbishop Franco has asked that I continue to serve as Interim Vice Chancellor.

If you would like to send a personal note to Brother Daniel you may use the following address:

Brother Daniel Casey, FSC  
Christian Brothers' Center  
635 Ocean Road  
Narragansett, RI 02882-1314  
USA

I am grateful for your ongoing support of the University and our vital educational mission in the Holy Land. I ask you to join with me in prayer for Brother Daniel.

Faternally in Saint John Baptist de La Salle,

Brother Robert Smith, FSC, PhD  
Interim Vice Chancellor.