

POLICY NUMBER	ADM 21-1
APPROVAL DATE	SEPTEMBER 22, 2015
PREVIOUS AMENDMENT	DECEMBER 3, 2007 (ORIGINAL VERSION)
REVIEW DATE	SEPTEMBER 22, 2020
AUTHORITY	PRESIDENT'S COUNCIL
PRIMARY CONTACT	DEAN OF STUDENTS

POLICY

The role of a Chaplain is to provide spiritual and pastoral care, and short-term interventions for populations disconnected from their faith communities while they attend the University.

The University recognizes the importance of spiritual well-being to members of the University community. Accordingly, the University may allow representatives of faith communities to become Chaplains on its campus(es) in order to provide spiritual support and care to those seeking chaplaincy services.

Chaplains are representatives of their faith communities and are not employees, agents, or representatives of the University by virtue of their role as Chaplains, though a Chaplain may also be an employee of the University.

REGULATIONS

1. In order for an individual to become a Chaplain on campus, the faith community sponsoring that individual must provide the following to the Dean of Students at TRU:
 - a. an official letter of support, on letterhead, identifying the individual from its organization chosen to attend TRU as Chaplain. The letter must be signed by an authorized representative in a leadership role;
 - b. a purpose statement setting out the roles and activities the faith community wishes its representative to undertake at TRU;

- c. evidence that the faith community is a registered charity under the Income Tax Act of Canada; and
 - d. evidence that the proposed Chaplain has the training, credentials and qualifications to serve in his or her faith community in a pastoral role, and as a Chaplain in a University setting. This will normally be established through recognition from the religious body to which the proposed Chaplain belongs.
2. Upon receipt of the letter of support from the faith community, the Dean of Students will convene a panel to review the application. The panel will consist of up to three (3) TRU employees, up to two (2) TRU students, and up to two (2) Chaplains. The role of the panel will be to determine if the application meets the requirements and standards of the University and to make recommendation to the Dean of Students on whether or not to accept the application. The Dean of Students will communicate the decision to the faith community.
3. Chaplains must comply with all applicable laws and TRU policies.
4. Chaplains may be invited by the University to participate in campus-based celebrations or observances (e.g., Convocation, Remembrance Day) at the discretion of University.
5. Chaplains may not promote membership in any specific off-campus faith community nor may they use manipulative, deceptive or coercive means to enlist individuals in any specific faith community.
6. The University may, at its discretion, provide office space and equipment for Chaplains at its campus(es).
7. The Dean of Students will correspond with sponsoring faith communities annually to confirm ongoing support for each Chaplain. The Dean of Students will also review and ensure each Chaplain's compliance with the regulations set out within this policy. If there are concerns with a Chaplain's performance or sponsorship, it is the responsibility of the Dean of Students to review the concerns and determine an appropriate course of action. The decision of the Dean of Students is final.