

**Memorandum of Agreement
between
The Governors of the University of Alberta
and the
Interfaith Chaplains' Association at the University of Alberta
(IFCA)**

This is a MEMORANDUM OF AGREEMENT between the Governors of the University of Alberta (the "**University**") and the Interfaith Chaplains' Association at the University of Alberta ("**IFCA**") and its supporting communities, for the provision of an Interfaith Ministry on the campus of the University. Chaplains with the IFCA serve the university community from the understanding that life, including academic life, is a spiritual journey.

Obligations of the University

- a) The University shall consult IFCA on matters of mutual interest and concern through the Office of the Dean of Students.
- b) The University shall enter into a license agreement with IFCA, substantially in accordance with the form of License Agreement attached hereto as Appendix A. Other University facilities may be booked in accordance with University policy.
- c) For purposes of administrative recognition on campus, the University shall classify the members of IFCA as "Self-Funded Researchers" through the Academic Visitors Office. This classification provides the members of IFCA with the following campus privileges:
 - i. Access to the University of Alberta Library system
 - ii. The option to opt in for a reduced rate annually to the Sport and Recreation Facilities at the Van Vliet Centre
 - iii. Workers' Compensation
 - iv. University of Alberta ONEcard
 - v. University of Alberta CCID
- d) The University shall provide, through the Office of the Dean of Students, website space for the advertising of the services offered by the IFCA in addition to including the IFCA contact information on various forms of marketing relating to student services produced by the Office of the Dean of Students.
- e) The University, through the Office of the Dean of Students, will provide full financial support for all office telephone lines in IFCA offices located on campus.
- f) The University, through the Office of the Dean of Students, will endeavour to provide financial support for transit costs associated with transportation between campuses, following the philosophy of employee access to LRT use for work purposes, subject to budget availability.

Obligations of IFCA

- a) IFCA shall consult the University on matters of mutual interest and concern through the Office of the Dean of Students.
- b) IFCA shall enter into a license agreement with the University, substantially in accordance with the form of License Agreement attached hereto as Appendix A.
- c) IFCA will follow all applicable University of Alberta policies and procedures, including but not limited to, the Space Management Policy and related procedures, the Trademarks and Licensing Policy, and will take reasonable steps to cause its chaplains and volunteers to do so as well.
- d) IFCA and its chaplains shall follow the provisions of the Helping Individuals at Risk Policy and Procedure and the Protocol for Urgent Cases of Disruptive, Threatening or Violent Conduct, where there is reasonable cause to believe that the safety of persons may be threatened, or that a member of the University community may engage in conduct injurious to others or himself or herself.
- e) IFCA will be mindful of the protection of any private or confidential information collected from members of the University community.
- f) IFCA shall be responsible for allocating the offices spaces provided by the University of Alberta. It is expected that IFCA will allocate these offices to maximize the physical presence of chaplains on campus.
- g) IFCA shall meet with the Dean of Students on an annual basis, within 2 months of the Annual General Meeting, to review its annual report and receive feedback. The Dean of Students, or a delegate, is invited to attend any regular general meetings and the AGM of IFCA.
- h) IFCA shall abide by the objects set out in its Bylaws as follows:
 - I. To serve the entire University from the understanding that life, including academic life, is a spiritual journey;
 - II. To give formal recognition and accountability to those appointed to serve as chaplains on the campus of the University of Alberta;
 - III. To provide a forum for dialogue and mutual support among chaplains of different faiths;
 - IV. To bring together chaplains to work collaboratively in serving the varied spiritual needs of the University community;
 - V. To conduct services of worship and lead the campus community in prayer;
 - VI. To facilitate interfaith and intercultural dialogue that will contribute to wholesome relationships, unity, and understanding on the campus, while respecting the distinct and unique teachings of the diverse religious traditions;
 - VII. To act as a theological resource to the University and to encourage thoughtful reflection and dialogue regarding the basis of individual faith and community life;

- VIII. To act as a resource to the University regarding other faith groups seeking to be active on campus (e.g. religious clubs, denominations, para-church ministries);
- IX. To assist the University in relationships with the community in respect to religious matters;
- X. To offer spiritual guidance, care and support to all students and staff;
- XI. To foster a sense of community among students and staff;
- XII. To partner with University Student Services in encouraging students to mature into whole and healthy persons.

Term

Either the University or IFCA may terminate this Agreement by giving written notice to the other of its intention to terminate; the termination will be effective as of the termination date specified in such notice, provided that the termination date is at least 90 days' from the date of the notice. A termination notice for this Agreement also terminates the License Agreement that the parties enter into, substantially in the form attached hereto, unless the termination notice expressly states otherwise.

Annual Review

This Agreement shall be reviewed annually (within 2 months of the AGM) and at the request of the University or of IFCA, the parties will discuss renegotiating aspects of this Agreement at that time, or from time to time.

**The Governors of the University
Of Alberta**

**Interfaith Chaplains Association at the University
Of Alberta**



Frank Robinson, Vice-Provost and Dean of Students



Jason Shine, Chair, IFCA

Date: July 18, 2013

Date: July 25/13