

2018 Chaplaincy Services Review

Following the survey of chaplaincy services in 2015, the HEA wrote to all HEIs (on 21 July 2016), requesting that institutions:

- ✓ Ensure value-for-money for any expenditure on chaplaincy services and regularly monitor and evaluate the use, value and impact of these services from a student perspective.
- ✓ Ensure that chaplaincy and other support services are available to students of all faiths in keeping with their responsibilities under the Irish Constitution and that the use of lay chaplains could be considered as a means to address that.
- ✓ Ensure that there is no discrimination between the appointment of lay and clerical chaplains.
- ✓ Ensure that public-sector appointment criteria and procurement guidelines are followed in the process of providing chaplaincy services.
- ✓ Address any with 'legacy' arrangements in place which did not involve a formal process of appointment or procurement in line with public-sector rules or guidelines should seek to do so as a matter of priority within the next 12 months.
- ✓ Ensure that there are robust agreements or contracts in place with chaplaincy services that clearly set out their services and responsibilities to the entire student base and accountability arrangements for delivering on this remit.

It was stated that the HEA would monitor ongoing implementation in this regard and would request an update from each HEI in due course. Therefore, we now invite you to complete the table overleaf.

Please submit this information to grantpayments@hea.ie no later than close of business on Friday 13th April 2018.

Survey of Chaplaincy Services (2018 Update)	
Institution: <i>[Dublin City University]</i>	Response
a) Current arrangements for chaplaincy services in the institution	2 spaces are used for interfaith activities across 3 DCU campuses
b) Number of Chaplains engaged/employed in the institution	2 full-time (male) clerical Catholic chaplains ; 1 part-time (female) Catholic lay chaplain; 1 full-time (male) Church of Ireland lay chaplain.
c) Costs attached to the provision of chaplaincy services for the 2016/17 academic year (or other available information)	Total Salary Cost: €166,028 (incl PRSI) Non-Pay Budget: €23,500
d) Source of Funding for posts (details to be broken down by denomination)	Non-exchequer funding is used to fund salaries.
Progress in Implementing Recommendations arising from 2015 Review of Chaplaincy Services in the HE Sector	
1. Describe how the institution ensures value-for-money for any expenditure on chaplaincy services and monitors and evaluates the use, value and impact of these services from a student perspective.	The Chaplains form part of the Student Support & Development (SS&D) team which comprises personal, professional and academic skills support. The Chaplaincy is part of the Quality Review process in the University, as part of SS&D, and this process takes 'value-for-money' into account. Moreover, the annual budget allocation process coordinated by the DCU Director of Finance has a strong focus on 'value-for-money'. The Chaplains report to the Director of SS&D, who meets monthly with the team to review all activities across the unit. All planned activities are agreed with the Director prior to implementation.
2. Outline how the institution ensures that chaplaincy and other support services are available to students of all faiths in keeping with responsibilities under the Irish Constitution, including consideration of the use of lay chaplains.	All premises used by the Chaplains are inter-denominational spaces (e.g. Interfaith Centre on Glasnevin Campus) and actively used by students of all faiths and none. DCU views the provision of chaplaincy services as an element of pastoral support, providing a walk-in confidential service to converse with chaplains as well as providing a space for ALL students to gather and socialise and to .
3. Confirm that the institution ensures that there is no discrimination between the appointment of lay and clerical chaplains.	DCU employs both lay and clerical chaplains. Moreover having both male and female chaplains employed ensures that all students can be comfortable in approaching a chaplain.
4. Detail how public-sector appointment criteria and procurement guidelines	Standard DCU recruitment processes are used in the hiring and appointment of chaplains. All

are followed in the process of providing chaplaincy services.	such processes are coordinated by DCU HR Dept.
5. Note any 'legacy' arrangements that did not involve a formal process of appointment or procurement in line with public-sector rules that have been rectified since 2015.	N/A
6. Set out how the agreements or contracts in place ensure that the requirements of the service are delivered with adequate accountability arrangements.	Chaplains are under a DCU employment contract and undergo annual Performance Reviews, in line with DCU guidelines. Their terms and conditions of employment are laid out in these contracts, as per normal procedures. As part of the annual Performance Review process (PMDS), each Chaplain is required to reflect on activity over the previous year and set targets for the coming year. The provision of chaplaincy services aligns with the DCU Strategic Plan, in terms of providing personal individualised support for students and providing communal spaces to develop peer relationships. This provision is guided by the Director and in-line with the Student Support & Development ethos of support for all students.
7. Provide any other comments/observations in relation to the role of the Chaplain(s) in the institution.	The Chaplains provide a crucial service in terms of personal support for students, links to external agencies for students in financial need (e.g. SVP), fund-raising, supporting student-led remembrance services, coffee mornings for mature students and international students. The Chaplaincy works closely with all units in SS&D, referring students, where relevant to services such as counselling/financial assistance/learning support. It is an integral part of student support at DCU.