



DEPARTMENT OF THE NAVY

UNITED STATES NAVAL ACADEMY

121 BLAKE ROAD

ANNAPOLIS, MARYLAND 21402-5000

USNAINST 1730.2D
17/Chaplain

18 MAR 2005

USNA INSTRUCTION 1730.2D

From: Superintendent

Subj: NAVAL ACADEMY CHAPEL ADVISORY COUNCILS

Ref: (a) SECNAVINST 7010.6A

1. Purpose. To delineate the functions and structure of the Naval Academy Chapel Councils.
2. Cancellation. USNAINST 1730.2C
3. Functions and Duties. The functions and duties of the Chapel Advisory Councils are to:
 - a. Represent their respective congregations in communicating needs, desires, and suggestions to the Command Chaplain and staff chaplains.
 - b. Ensure voluntary contributions (Religious Offerings Funds) from worship services are expended in accordance with the desires of contributing congregation by recommending disbursements from the respective Naval Academy Offering Funds per reference (a). This requirement is satisfied through the Chapel Advisory Councils' Contributions Committee.
4. Membership. The members of the Chapel Councils will be appointed by the Senior Chaplain for a term of one year. Individuals shall be appointed for no more than three consecutive terms or at the discretion of the Senior Chaplain.
 - a. The Naval Academy Roman Catholic Chapel Advisory Council will be composed of the following members:
 - (1) Senior Roman Catholic Chaplain - Chairperson, without vote;
 - (2) Four midshipmen, one representative from each class;
 - (3) Two representatives from the greater Chapel Community (retired military, retired faculty, graduates, etc.);
 - (4) Two representatives from the Naval Academy staff, faculty, or their families;
 - (5) The Roman Catholic co-chairperson of the Chapel Guild;
 - (6) One midshipman to represent the music ministries;
 - (7) One midshipman to represent the Confraternity of Christian Doctrine members;
 - (8) One midshipman to represent the Catholic Midshipmen Club;
 - (9) The Roman Catholic Director of Religious Education and Roman Catholic chaplains assigned to the Naval Academy are ex officio members without vote.
 - b. The Naval Academy Protestant Chapel Advisory Council will be composed of not more than 18 voting and non-voting members who may fill one or more roles listed below. The Protestant Chapel Advisory Council Chairperson and Vice Chair/Secretary will be approved by the Senior Protestant

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Chaplain and Command Chaplain. Members may fill one or more roles designated by the Senior Protestant Chaplain and approved by Command Chaplain; but, there shall be a minimum of 12 voting members, 8 present (or 2/3 of the composition) forming a quorum. All members will be regular attendees at the 0830, 0945 or 1100 service.

(1) Ex Officio (non-voting): Protestant Chaplains (normally 3); Protestant Director of Religious Education (representing Sunday School and Children's Church); Director of musical activities/organist (representing Chapel Chorale and Protestant Choir).

(2) Midshipmen: Four midshipmen one from each class; President or designated representative of the Protestant Midshipmen Club; Coordinator, Midshipmen Protestant Chapel Action Group (midshipmen readers, acolytes, color guard, praise band, etc., for 0830, 0945 and 1100 services); President or designated representative, Protestant Chapel Choir.

(3) Faculty/staff: Four representatives from each of the following: an active duty O-4 or below, stationed at USNA or NAVSTA Annapolis; an officer faculty member; a civilian faculty member.

(4) Protestant co-chair of the Chapel Guild (representing Flower Guild).

(5) Chairperson of designated representative Protestant Contributions Committee.

(6) Chairperson of designated representative Hospitality and Fellowship Committee.

(7) The Senior Protestant Chaplain may, at his or her discretion, appoint other members as necessary to improve communications within the congregation, keeping the voting and nonvoting membership to a maximum of 18.

c. The Naval Academy Jewish Chapel Advisory Council will be composed of members as follows:

(1) Jewish Chaplain - Chairperson, without vote;

(2) Four midshipmen, as elected by the Jewish Midshipmen Club;

(3) Two people from the Naval Academy staff, faculty, or from the greater Chapel Community (retired military, retired faculty, graduates, etc.);

(4) In the absence of a Jewish Chaplain, the Command Chaplain will recommend one of the non-midshipmen to the Superintendent for approval and appointment as Chairperson.

5. Action

a. The Command Chaplain will approve and appoint council members during the fourth quarter of the fiscal year and when vacancies occur.

b. Meetings of the Naval Academy Chapel Councils will be held once a quarter or as necessary.

c. A quarterly audit of the Religious Offerings Fund and a listing of all charitable expenditures shall be provided for the information of the Chapel community in each chapel where the congregation worships.



T. D. RAINS
Deputy/Chief of Staff