



A.D. BRUCE RELIGION CENTER



Student Fees Advisory Committee (SFAC)
PROGRAM QUESTIONNAIRE
FY16-17

1. **Please provide a one-page executive summary of your questionnaire responses. This summary should include, in brief terms: your unit's mission, how you accomplish your unit's mission, and a justification of your unit's student fee allocation in terms of benefits for students.**

Since its opening in the fall of 1964 and its dedication in May 1965, the A.D. Bruce Religion Center has been a focal point for numerous on-campus religious activities for 51 years. While the building is a bustling center of many ongoing educational programs, activities and services, it is also a place for both quiet meditation and spiritual discovery and growth.

In support of the University's mission, the A. D. Bruce Religion Center provides an organized means for

- celebrating diversity,
- assisting in establishing and encouraging inter-faith dialogue, and
- the promotion of a continuing search for knowledge.

The Religion Center supports student success through our facilities management and resources, providing opportunities for student employment and internships and providing quality customer service to students, faculty, staff and our University guests.

The Religion Center is home to 10 campus ministry programs that provided financial support for the construction of the Religion Center. Three of those groups [Catholic Newman, Baptist Student Ministry and Hillel] subsequently constructed their own off-campus religion centers. They continue to retain their office suites in the A.D. Bruce Religion Center.

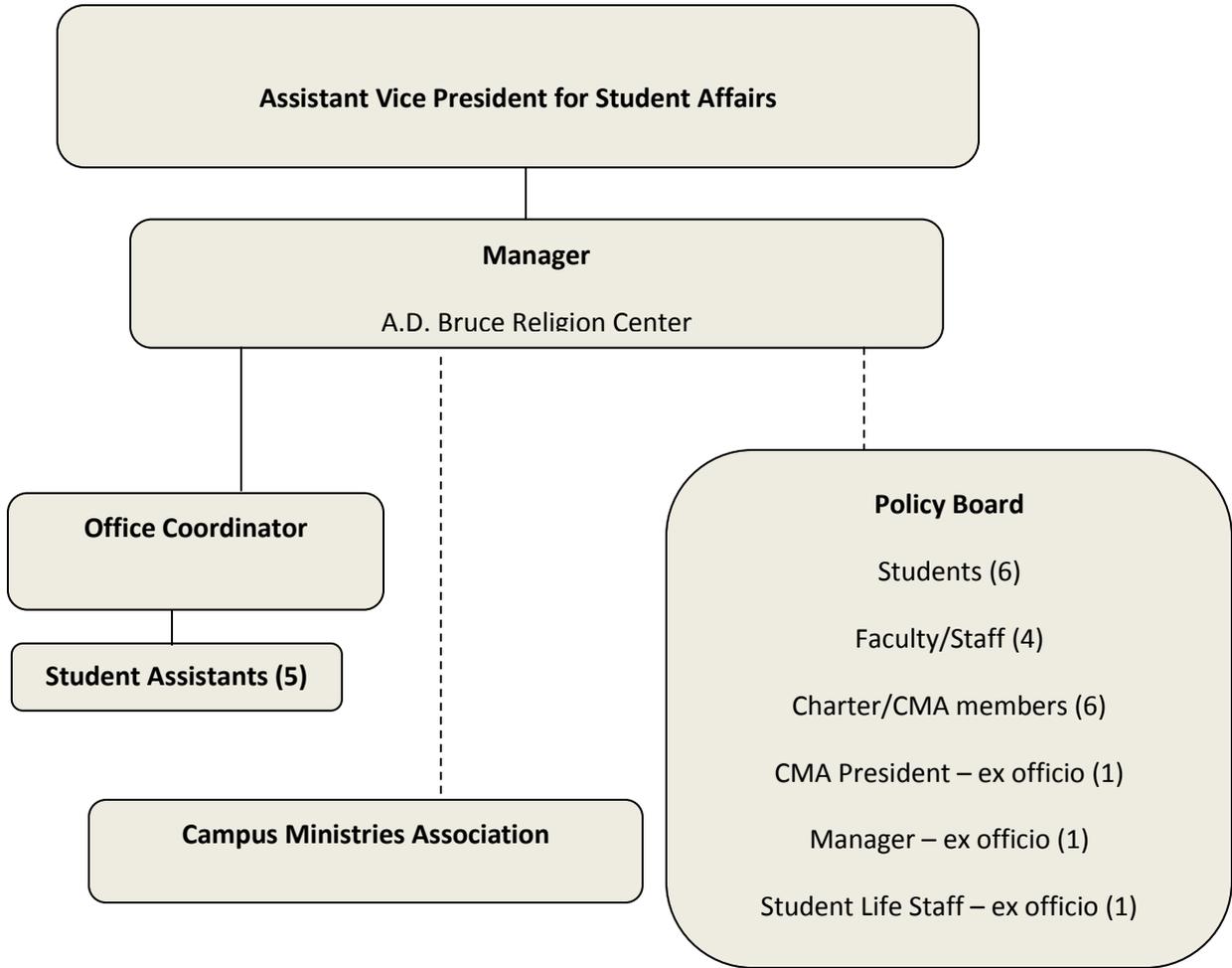
The original Charter denominations or Resident Ministries are: **Baptist Student Union** [*now Baptist Student Ministry*], **B'nai B'rith Hillel**, **Catholic**, **Christian Science**, **Church of Christ**, **Disciples of Christ** [*now included in United Campus Ministries*], **Lutheran** [*Missouri Synod*], **Lutheran / National** [*now Evangelical Lutheran Church in America/ELCA*], **Methodist**, **Presbyterian** [*now included in United Campus Ministries*] and **Protestant Episcopal**.

The Religion Center also provides support for the Campus Ministries Association (CMA) which is comprised of all of the full time staff of the campus ministry programs at the University of Houston currently representing 17 various faiths and denominations. CMA sponsors free lunches on Wednesdays during the fall and spring semester and host Inter-Faith Dialogue conversations during free lunches as well as through collaborative events with other ministries.

The Religion Center Policy Board meets during the fall and spring semesters and provides guidance and support for the programs, services and policies of A.D. Bruce Religion Center.

University of Houston students, faculty, and staff utilize the Center for programs, lectures, meetings, and special events. General purpose rooms are available for worship, study, discussions, and reflection. The Religion Center's University Chapel, with seating for 275, is the site for weddings, memorials, funerals, baptisms and quinceañeras, including the University's annual memorial service. The Meditation Chapel and two classrooms provide Friday Prayer space for the Muslim Student Association. The Religion Center provides office space for three Registered Student Organizations: Chi Alpha, Mission 24 and Muslim Student Association.

2. Provide an organization chart of your unit. Large units may need to have an overview chart and then more specific charts for each program. Where you have multiple staff in the same position (e.g. counselor, advisor, etc.), note this on your chart. Student employees should be cited on the chart and identified as students.



3. List your unit's strategic initiatives and action steps identified for the 2014-2015 academic year and cite the specific Division of Student Affairs and Enrollment Services (DSAES) Strategic Initiatives and University of Houston Strategic Goals to which they relate (links below). Please comment on your success in achieving these strategic initiatives/action steps. If a strategic initiative/action step changed during the year, please note this and explain. Also, list any new strategic initiatives/action steps, the rationale for the addition, and comment on your success in achieving these items.

Strategic Initiative 1: Provide administrative, advising and program support for the programs and services of the Campus Ministries Association (CMA).

UH – 2; DSAES – 1, 2, 3, 4 & 6

Action Step: Identify interested students from the Resident Ministries, CMA sponsored student organizations and other interested students to form a Student Involvement Board for A.D. Bruce Religion Center. The Student Involvement Board will be tasked with developing a plan of action for supporting the Interfaith Dialogue program, fall open house activity and exploring possible monthly programs and services.

Reviewed: Upon review, it was determined that a student involvement board was not the most appropriate method for developing ongoing and consistent levels of programming.

Action Step: Coordinate with the Center for Diversity and Inclusion, UH Wellness, the Religious Studies Department, the Campus Ministries Association and UH Contracts and Grants to develop a variety of InterFaith Dialogue programs that will provide students different learning options, to include speakers, cohort groups and reading options.

Completed / Ongoing: A series of four programs were presented as part of the 50th Anniversary celebration of the A.D. Bruce Religion Center in February 2015 with support of the Center for Diversity and Inclusion, UH Wellness, the Religious Studies Department and the Campus Ministries Association.

Action Step: Identify and promote a student living learning option for Student Housing and Residential Life in collaboration with the Religious Studies and Comparative Cultural Studies programs.

Reviewed: The guidelines for this SHRL program require academic department sponsorship which did not materialize. Will continue to work with Comparative Cultural Studies and Religious Studies Department to determine departmental support.

Strategic Initiative 2: Manage and provide for a pleasant and well maintained auxiliary facility for the use of UH students faculty, staff, alumni and University guests. **UH – 2;**

DSAES – 1, 2, 4 & 6

Action Step: Monitor and review the UH Service Level Agreements for housekeeping, maintenance and grounds to ensure Religion Center needs are met and cost savings are achieved where applicable. **Completed:** Met in the fall, spring semesters and in the summer; reviewed, revised and updated as needed.

Action Step: Update the Custodial Cleaning Frequency Charts to ensure facility cleanliness and consistent staffing to support student organization activities and special event needs. **Completed:** Reviewed in the fall and adjustments made to provide custodial staff in support of Friday afternoon RSO events.

Action Step: Review and revise the student assistant training program for special event assistance and improving and maintaining customer service based on an ethic of care. **Completed:** Accomplished and ongoing. Customer service component was added for the fall; workshop held on Saturday, November 1, 2014 and August 29, 2015.

Action Step: In partnership with DSAES Director of Development, finalize the fundraising plan of action to coincide with the Religion Center's 50th Anniversary in support of facility and program needs. **Completed / Ongoing:** Partially accomplished. Case statement was developed for implementation in spring 2015.

Strategic Initiative 3: Market the Religion Center programs and services to UH and the greater Houston area. **UH – 2; DSAES – 4, 5 & 6**

Action Step: Develop a plan of action in collaboration with the Student Center Conferences and Reservations [CARS] Office and the University Hilton that will showcase UH facilities as a destination for special events. **Ongoing:** Was not able to complete due to focus on the Student Center dedication in spring 2015.

Action Step: Coordinate with DSAES Marketing in the development of an A.D. Bruce Religion Center brand. **Completed:** A 50th Anniversary brand was designed and utilized on anniversary advertising and on the Religion Center's web site.

Action Step: Coordinate with DSAES in the development of a marketing plan that will introduce the Religion Center to the UH community, support the efforts of the Religion Center's 50th Anniversary and Fundraising project as well as promoting the Religion Center as a venue of choice for off campus customers. **Completed and ongoing:** 50th Anniversary brand was developed and used extensively in ads, marketing items, including a front window treatment for the Religion Center. Contributed to the fundraising marketing efforts with the development of a case statement for funding a piano and upgrade to the pipe organ.

Action Step: Review and provide ongoing updates to the A.D. Bruce Religion Center web site [www.uh.edu/adbruce] and position the Religion Center's social media options as an additional marketing tool. **Completed:** Accomplished and ongoing. Updates were made with Reservation and Policies link; mailing address vs GPS address were clarified and updated. Document language was updated to reflect the recent Supreme Court ruling on marriage.

Strategic Initiative 4: Continue to develop assistance for and partnerships with students, registered student organizations (RSOs), colleges / departments and non-UH entities with the planning and presentation of their programs and events in the Religion Center. **UH – 2; DSAES – 1, 2 & 6**

Action Step: Develop a web based on line form for submission of reservations and facilities use requests. **On hold:** On hold while SC CARS tests web based option with Fee Funded organizations.

Action Step: Collaborate with the UC CARS Office to add an online credit card payment option to the Religion Center's web site. **On hold:** On hold while Business Services works out arrangements.

Action Step: Continue to work with Student Government Association, Student Affairs and Enrollment Services, Advancement, the UH Alumni Association, UH Marketing and the Campus Ministries Association in the development and planning of the Annual UH Memorial Service. **Completed:** The 2015 Day of Remembrance was held on Tuesday, March 10.

Action Step: Collaborate with the Center for Diversity and Inclusion and UH Wellness in the development of assessment projects that supports student involvement and engages more students in the programs and services of the Religion Center. **Ongoing:** Partially accomplished. Peer reviewed from the two department directors on AD Bruce assessment instrument. Collaborated with Wellness Center to include religion / spiritual questions for their spring 2015 assessment.

Action Step: Develop a partnership with the Hilton College of Hotel and Restaurant Management that will further support student learning and engagement through internships and employment. **Ongoing:** Partially accomplished. Utilized the HRM posting site in the fall and spring semesters to advertise student assistant positions in the Religion Center.

Action Step: Collaborate with the Moores School of Music to identify specifications for the addition of a baby grand piano for the University Chapel events that will promote the Religion Center as a performance space for students and faculty. **Completed:** In collaboration with music faculty and the department chair, the Religion Center was included in a grant request to the Cullen Foundation for Performing Arts. Funding was approved in April 2015. A Studio upright was purchased and installed in July 2015. The Steinway piano will provide more opportunities for hosting choral and instrumental student groups from the Moores School of Music.

4. Please discuss the means that you are utilizing to evaluate both your success in achieving the aforementioned strategic initiatives and/or action steps and their importance as compared to others that you might pursue. Where data exist, discuss the number of persons served by each of your programs and any assessment measures and/or learning outcomes used to evaluate program success. Please provide the method for collecting these data.

- A. Number of Registered Student Organizations making reservations.
There was a slight increase of two RSOs submitting reservation requests for FY15 [39] compared to FY14 [37].
- B. Number of bookings by Registered Student Organizations There was a decrease in the number of bookings in FY 15 [751] compared to FY14 [1,043].
- C. Event hours by Registered Student Organizations
There was a decline in the number of event hours in FY2015 [1,696] compared to a record high in FY14 [3,532].
- D. Estimated Attendance by Registered Student Organizations [self-reported].
There was a decrease in attendance in self-reported attendance in FY15 [22,733] compared to the 51,989 reported in FY14.

Note: One of our major RSO – Mission 24 is no longer using the Religion Center due to date and space conflicts. They now meet off campus at Riverside United Methodist Church as of the start of the fall 2014 semester. In addition, the Student Center Transformation project was completed in January 2015 which restored prime meeting and event space for student use.

Door Counts by FISCAL YEAR			
	FY13	FY14	FY15
Sept	11,197	16,121	12,809
Oct	16,036	16,628	10,454
Nov	12,171	13,688	14,397
Dec	6,276	7,351	7,626
Jan	8,077	8,146	3,818
Feb	10,595	12,033	17,192
Mar	11,761	6,565	12,948
Apr	10,971	10,362	13,274
May	7,187	5,791	9,194
Jun	8,230	9,153	5,986
Jul	7,217	9,451	5,422
Aug	8,317	8,311	5,724
	FY13	FY14	FY15
TOTAL	118,035	123,600	118,844

Student Affairs Assessment Initiatives

The A. D. Bruce Religion Center developed and presented a plan of action in summer 2014 for three assessment programs in FY15:

- 1. Entering Freshmen Students at UH:** Incoming new students' perception of faith, prayer and spiritual development that completed a GET INVOLVED interest inventory during summer 2014 New Student Orientation.

Major Findings: N=134; 15 respondents / 11.9% response rate.

- A solid majority of respondents [76.93%] indicated they agreed that UH has been an open and caring university that supported their faith / spirituality.
- A solid majority of respondents indicated that they felt comfortable in expressing their faith / spirituality with their college peers and to meet with people of other religions [92.31%]. Only 1 person moderately disagreed [7.69%]. However, only 35.71 of the respondents sought out or joined a religious / spiritual student organization.
- However, 38.46% indicated that they didn't have opportunities to express their faith / spirituality with faculty and staff.

Planned Action: This information will be shared with members of the Campus Ministries Association. The University of Houston will participate in The Interfaith Diversity Experiences and Attitudes Longitudinal Survey. IDEALS is a national, 4-year, longitudinal study of freshmen that will help UH understand key indicators to track, identify the interfaith initiatives that are most effective, and pinpoint high impact practices for further exploration.

- 2. Living / Learning:** Assess interest in developing a living/learning community to support interfaith dialogue. STATUS: In development stage with Religious Studies to solidify departmental involvement. Will develop assessment and implement in spring 2015.

Major Findings: This assessment was not conducted as the program required active participation with an academic department which was not received.

- 3. Customer satisfaction and Event Services – Student Organizations, Colleges & Departments and Non-UH customers.** Identify the level of event services of registered student organizations, colleges & departments and non-UH users of the Religion Center.

Major Findings: N=144; 11 respondents / 7.64% response rate.

- ALL respondents were satisfied with the reservation and event planning processes, the set up and the condition of their event space [100%].
- Respondents were very satisfied with the AV services provided [72.73%] with one response in the neutral category.

Planned Action: Data will be shared with the Office Coordinator and student assistants a means of evaluating and improving web information, update building use policies and review & revise student / staff training on providing excellent customer services.

- 4. Customer Satisfaction and Reservation Services – Non-UH customers planning weddings and special events:** Identify the level of satisfaction of Non-UH customers with the reservation processes, event management, pricing and staffing for their special event, i.e. wedding rehearsal and ceremony, memorial service, etc.

Major Findings: N=172; 38 respondents / 22.09% response rate.

- A majority of the respondents indicated that the staff were knowledgeable and were quick to respond to their questions [86.84%].

- ii. The Religion Center web site continues to be a helpful resource for assistance with the reservation processes [78.99%].
- iii. While 39.47% of the respondents indicated that the Religion Center wasn't their first choice, 97.37% said that they would recommend the Religion Center to their family and friends.
- iv. Individual comments provided the more valuable feedback indicating that there were sound system concerns in the University Chapel; the pews and cushions need to be repaired / replaced; challenges with set up for their event and communication with the organist.

Planned Action: Data will be shared with the Office Coordinator and student assistants a means of evaluating and improving web information, update building use policies and review & revise student / staff training on providing excellent customer services. In addition, staff will continue to work on developing action plans for the repair and restoration of the Religion Center.

Research/communication continues with other colleges & universities and other organizations with similar programs and services and is updated on an annual basis.

Campus Ministry Programs

Florida State University
 Massachusetts Institute for Technology
 North Carolina State University – Chaplains Cooperative
 Northern Illinois University – Association of Campus Religious Organizations
 University of Notre Dame
 Pennsylvania State University
 University of Nebraska – Lincoln
 Southern Illinois University - Edwardsville
 Western Carolina University

Chapels

Auburn University – University Chapel	Tulane University – Rogers Memorial Chapel
Baylor [WA] University – Chapel	Univ. of Chicago – Rockefeller Memorial Chapel
Emory University – Cannon Chapel	Univ. of Georgia – Chapel
Howard Univ. – Andrew Ranking Memorial Chapel	Univ. of Kansas – Danforth Chapel
Indiana Univ. – Beck Chapel	Univ. of Maryland – Memorial Chapel
Michigan State Univ. – Alumni Chapel	Univ. of Mississippi – Paris Yates Chapel
Northwestern Univ. – Chapel [2]	Univ. of Missouri – A.P. Green Chapel
Rice – Memorial Chapel	Univ. of Southern California
Southern Methodist University – Perkins Chapel	Univ. of Southern Mississippi – Danforth Chapel
Texas Tech Univ. – Kent Hance Chapel	Univ. of Tulsa – Sharp Chapel
Trinity Univ. – Chapel	

Houston Area Churches and Other

Christ Church Cathedral (Episcopal)
 Christ the King Lutheran Church
 First Evangelical Lutheran Church
 First Methodist Church
 First Presbyterian Houston
 Houston First Baptist Church
 Saint John Vianney Catholic Church
 Saint Paul's Methodist Church
 American Guild of Organists
 American Youth Corp [*national interfaith dialogue org*]

5. Please discuss any budget or organizational changes experienced since your last (FY2016) SFAC request, their impact on your programs, and your reason for implementing them. SFAC recognizes that some programs did not receive the funds that they requested, that some programs were impacted by additional expenses after the conclusion of the budget cycle, and that some programs may be ahead of or behind their self-generated income projections. In addition, if your unit concluded FY2015 with a Fund 3 addition to Fund Equity, please describe the conditions which caused the addition.

There were no differences between amount of SFAC request and actual SFAC allocation for FY 2015.

The annual Rockwell Endowment of \$20,725 FY14 is to be used for the annual operation of the A.D. Bruce Religion Center.

The Religion Center concludes the year with an equity balance of \$201,111. This balance is a result of the deferred maintenance amount previously set aside for the window glazing project.

The window glazing project was placed on hold due to changes in FP&C which now require all projects to be processed and approved through the Small Projects Program. In careful evaluation of the program, which now requires an architect to review and develop plans, it was determined that a careful evaluation of the building through Phase II of the campus building evaluation program was necessary. The Phase II Facilities Condition Audit has been submitted but is on hold while development plans and funding processes are developed.

Approval was received to transfer \$91,000 from the AD Bruce SFAC Fund Balance to cover several improvement projects that were either mandated by the State Fire Marshal's office, for general building improvements that directly impact student and campus ministry programs.

Projects included:

1. State of Texas Fire Marshal findings for life safety issues in the University Chapel:
 - upgrade of panic hardware to entrance doors,
 - new EXIT signage;
2. Funding of the repair and repainting of the exterior window frames at north entrance, west chapel and south Atrium; repair and repainting of wheel chair ramp railings. *Project continues into FY16*;
3. Installation of 3 panic buttons in Rooms 113 [2] and 208A [1];
4. Installation of window kits to hallway doors for Resident Ministry Offices; repainting of entrance doors;
5. Painting of the 2nd floor Atrium [multi-purpose room];
6. Replacement of interior trash receptacles;
7. Purchase of a digital, standing kiosk for event marketing;
8. Installation of water fountains to include a bottle fill option;
9. Removed hallway lighting fixtures and replaced with LED fixtures;
10. Replaced exterior spotlights and replaced with LED fixtures;
11. Repair of window treatment hardware in four meeting rooms.

6. Please list your 2016-2017 strategic initiatives and action steps in priority order and cite the specific Division of Student Affairs and Enrollment Services Strategic Initiatives and University of Houston Strategic Goals to which they relate. Larger units may wish to group responses by subprogram. Under each strategic initiative, please state the specific action steps (programs, activities, services, policies/procedures, etc.) that you intend to implement to accomplish your stated initiative.

Strategic Initiative 1: Provide administrative, advising and program support for the programs and services of the Campus Ministries Association (CMA).
UH – 2; DSAES – 1, 2, 3, 4 & 6

Action Step:

Develop program initiatives to support interfaith dialogue, campus outreach to further develop collaborative programs and services with registered student organizations and colleges and departments.

Action Step: Coordinate with the Center for Diversity and Inclusion, UH Wellness, the Religious Studies Department, the Campus Ministries Association and UH Contracts and Grants to develop a variety of InterFaith Dialogue programs that will provide students different learning options, to include speakers, cohort groups and reading options.

Action Step: Identify and promote a student living learning option for Student Housing and Residential Life in collaboration with the Religious Studies and Comparative Cultural Studies programs.

Action Step: Identify and recruit a graduate assistant for the Religion Center to assist with the development of interfaith dialogue initiatives, support campus and community outreach, and assist with the development and implementation of assessment projects.

Strategic Initiative 2: Manage and provide for a pleasant and well maintained auxiliary facility for the use of UH students faculty, staff, alumni and University guests. **UH – 2; DSAES – 1, 2, 4 & 6**

Action Step: Monitor and review the UH Service Level Agreements for housekeeping, maintenance and grounds to ensure Religion Center needs are met and cost savings are achieved where applicable.

Action Step: Update the Custodial Cleaning Frequency Charts to ensure facility cleanliness and consistent staffing to support student organization activities and special event needs.

Action Step: Review and revise the student assistant training program for special event assistance and improving and maintaining customer service based on an ethic of care.

Action Step: In partnership with DSAES Director of Development, identify and promote development and giving opportunities that provide program support and facility upgrades.

Strategic Initiative 3: Market the Religion Center programs and services to UH and the greater Houston area. **UH – 2; DSAES – 4, 5 & 6**

Action Step: Develop a plan of action in collaboration with the Student Center Conferences and Reservations [CARS] Office and the University Hilton that will showcase UH facilities as a destination for special events.

Action Step: Coordinate with DSAES Marketing in the development of an A.D. Bruce Religion Center brand

Action Step: Coordinate with Student Center Marketing in the marketing plan that will introduce the Religion Center to the UH community, supports Fundraising project as well as promoting the Religion Center as a venue of choice for off campus customers.

Action Step: Review and update A.D. Bruce Religion Center's social media presence and marketing to include the A.D. Bruce Religion Center web site [www.uh.edu/adbruce], departmental newsletter and other social media options.

Strategic Initiative 4: Continue to develop assistance for and partnerships with students, registered student organizations (RSOs), colleges / departments and non-UH entities with the planning and presentation of their programs and events in the Religion Center. **UH – 2; DSAES – 1, 2 & 6**

Action Step: Develop a web based on line form for submission of reservations and facilities use requests.

Action Step: Collaborate with the UC CARS Office to add an online credit card payment option to the Religion Center's web site.

Action Step: Continue to work with Student Government Association, Student Affairs and Enrollment Services, Advancement, the UH Alumni Association, UH Marketing and the Campus Ministries Association in the development and planning of the Annual UH Memorial Service.

Action Step: Collaborate with the Center for Diversity and Inclusion and UH Wellness in the development of assessment projects and programs that supports student involvement and engages more students in the programs and services of the Religion Center.

Action Step: Develop a partnership with the College of Education and the Hilton College of Hotel and Restaurant Management that will further support student learning and engagement through internships, graduate assistantship and employment.

Action Step: Collaborate with the Moores School of Music to schedule and promote recitals and concerts at the A.D. Bruce Religion Center.

- 7. What are the other possible sources of funding available to your unit and what efforts are being made to access them (e.g. grants, donations, etc.)? If you receive funds from other sources, please briefly describe the source, purpose, and duration of the funding and report the amounts received in the appropriate rows/columns on the SFAC Spreadsheet.**

The A.D. Bruce Religion Center will continue to benchmark with local venues and colleges and universities to stay competitive in the pricing of event space and facility services.

The Rockwell Endowment provides annual support for the operation of the Religion Center

The Religion Center continues to collaborate with the Director of Development for the Division of Student Affairs and Enrollment Services to develop an ongoing fund raising program that will support the renovation of and addition to the existing Religion Center to provide improved services and support for a diverse and inclusive 21st century campus.

- 8. Please describe any services that are similar to yours and/or any overlap between your unit and any other unit(s) providing services to students and the rationale for the overlap.**

There is no overlap between other units and the A.D. Bruce Religion Center.