

FY 2019 Student Fee Advisory Committee (SFAC) Questionnaire

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.

Cougars in Recovery (CIR) offers students in recovery from addiction a smooth transition to the university, both socially and academically, by providing a safe and sober environment that assists and supports them as they pursue their academic and professional goals, walk the path of recovery, and participate in the diverse opportunities available on campus.

CIR fulfills its mission by providing community members support and opportunities in the areas of academics, recovery, social activities, community engagement, and professional and leadership development. Academic support is offered through referring students to on-campus academic resources and through individualized coaching and academic guidance. In addition, CIR scholarships are offered to alleviate the financial burden of our community members. Recovery support is provided through on campus sober housing, recovery coaching, twelve step meetings, daily peer lead Community Check-Ins and referrals to mental health resources both on and off campus. Social activities are promoted by recovery tailgating, an outdoor adventure learning experience each semester, monthly community gatherings, and twenty four hour access to the CIR lounge, a safe substance-free space, where students can gather and socialize. Community engagement efforts are achieved through the student organization Cougars in the Community (CITC), which is made up of students from the CIR community. CITC volunteers with Loaves and Fishes soup kitchen, Houston Food Bank, Houston Run for Recovery, and Houston Children's Charity. Professional development is fostered through Career Ready Coogs, launched in Fall 2017, created in collaboration with University Career Services. Career Ready Coogs focuses on skill development in resume building, interviewing, professionalism and networking. Leadership development is promoted through the Source of Strength Leadership Program, launched in Fall 2017, designed in collaboration with Center for Student Involvement. Source of Strength is a mentorship initiative that pairs incoming freshmen and transfer students with an existing member in the CIR community. Mentees gain confidence, interpersonal effectiveness, life skills, and exploration of career paths through their participation. Similarly, mentors gain interpersonal effectiveness, life skills, confidence in their ability to lead a team, and application of the Four Agreements tenants to their role as a mentor.

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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.

Floyd Robinson
Assistant Vice
President for Student
Affairs-Health and
Wellness

John A. Shiflet,
MSW Candidate
Program
Director

Leah Singer,
LPC-Intern
Program Coordinator

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3. List your unit's strategic initiatives and action steps identified for the 2016-2017 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.

CIR Strategic Initiative #1: Identify next steps to supporting students in recovery at

University of Houston Downtown (UHD).

Related DSAES Initiative:

Create new opportunities for student success through learning, engagement, and discovery.

Related UH Strategic Goal - Student Success:

UH will have a student profile consistent with a nationally competitive public research university by creating an environment in which student success can be ensured.

Cougars in Recovery Initiative Accomplishment:

CIR staff has met with Dr. Judith Harris, the Assistant Professor in the College of Public Service from UHD and Ms. Amelia Murphy, Director of Recovery Support Services, from Santa Maria Hostel to discuss a plan of action in implementing a collegiate recovery community at the UHD campus. CIR staff has shared student applications, program agreements, and recovery protection plans. Similarly, the CIR staff shared their approach to recovery support and to student involvement. The collaboration between Dr. Harris and Ms. Murphy to create and establish a

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collegiate recovery community at UHD has been an ongoing pursuit. CIR will continue to support and nurture this collaborative effort until the task is completed or once our assistance is no longer needed.

CIR Strategic Initiative #2: Increase membership and strengthen the resources and support for students in recovery by integrating greater support for mental health issues and compulsive behaviors that are not specific to drugs and/or alcohol.

Related DSAES Initiative:

3. Foster the creation of a global learning community that actualizes and embraces inclusion while preparing students to become active citizens.

Related UH Strategic Goal - Student Success:

UH will have a student profile consistent with a nationally competitive public research university by creating an environment in which student success can be ensured.

Cougars in Recovery Initiative Accomplishment:

Over the FY17 year, CIR served thirty one new students in recovery. The majority of these students sought support for their substance use disorders and problematic drug and/or alcohol use, while many of the other newcomer's joined CIR for support with self-harm, sex and love addiction, codependency, and other compulsive behaviors. CIR has created partnerships with off campus mental health organizations to support CIR members that struggle with co-occurring

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mental health disorders, such as substance use disorder and depression, for example. In addition, CIR hired a full-time staff member with a Master's in Counseling degree and a license in counseling to better serve and support students in recovery and with mental health illnesses.

CIR Strategic Initiative #3: Collaborate with community partners during the fall and spring semesters to develop students' marketable skills through internships, part-time jobs, and outdoor adventure activities.

Related DSAES Initiative:

3. Foster the creation of a global learning community that actualizes and embraces inclusion while preparing students to become active citizens.

Related UH Strategic Goal – Student Success:

UH will have a student profile consistent with a nationally competitive public research university by creating an environment in which student success can be ensured.

Cougars in Recovery Initiative Accomplishment:

In Fall 2017, through a partnership with University Career Services (UCS), Career Ready Coogs, a professional development component to the CIR program, was created. The professional development program focuses on facilitating a successful transition from a student to a professional. Areas of focus include skill development in resume building, interviewing, professionalism, and networking. In addition, this component offers strategies on how to navigate the job search for

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students with criminal records and with gaps of employment due to incarceration and mental health and/or drug and alcohol rehabilitation. During Professional Development Week in September 2017, Leah Singer, CIR's program coordinator created and presented with Donah Justice, a career counselor at UCS, with guest presenter Erika Harrison, a lawyer at Equal Opportunity Services, over Turnaround Talk: Life After a Criminal Record. Through collaboration with the Center for Student Involvement on campus, Source of Strength Leadership program was developed and launched in Fall 2017. Source of Strength is a mentorship initiative that pairs incoming freshmen and transfer students with an existing member in the CIR community. Mentees gain confidence, interpersonal effectiveness, life skills, and exploration of career paths through their participation. Similarly, mentors gain interpersonal effectiveness, life skills, confidence in their ability to lead a team, and application of the Four Agreements tenants to their role as a mentor. Lastly, CIR has connected with off campus organizations in Texas, such as treatment centers in Houston and Lubbock, that cater to the recovery population to collaborate in hosting outdoor and social events.

CIR Strategic Initiative #4: Advocate for individuals to maintain and sustain recovery by annually participating in platforms to exchange ideas, facilitate relationships, network, and participate in educational opportunities on campus, in the Houston community and nationwide.

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Related DSAES Initiative:

5. Cultivate a collective identity that demonstrates a united vision.

Related UH Strategic Goal - Student Success:

UH will have a student profile consistent with a nationally competitive public research university by creating an environment in which student success can be ensured.

Cougars in Recovery Initiative Accomplishment:

CIR staff will continue to attend the Houston Recovery Initiative monthly meeting to foster relationships with community leaders in the addiction and recovery community. CIR staff are members of the Texas Association of Addiction Professionals, the Houston Chapter. CIR staff intends on becoming active members of this organization in order to elevate CIR's presence in the Houston recovery community. The director of CIR is a member of the National Association of Social Workers and the program coordinator is a member of the International Association of Addictions and Offender Counselors, a division in the American Counseling Association. Membership to these associations came with the intention on being active members in order to gain knowledge and represent CIR on a national level. CIR has continued to be active members of the Association of Recovery in Higher Education (ARHE). In June 2017, CIR staff and two student members attended the ARHE conference in Washington and gained knowledge and insight on how to best support CIR community members. Over the summer, CIR staff attended resource fairs for transfer, freshmen, and

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graduate student orientations, connecting with over 100 students. CIR staff actively participates with on-campus committees, such as the Be-Healthy Co-Op Committee, Assessment Committee, Professional Development Committee, Sexual Violence Prevention Committee, and Customer Service Champions, in order to network, connect, and exchange ideas on campus. Off-campus, CIR presented and hosted resource fairs at Santa Maria Hostel, The Lovett Center, and a recovery symposium.

CIR Strategic Initiative #5: Develop new donor/partner relationships in order to acquire three additional financial supporters for the CIR program.

Related DSAES Initiative:

2. Actualize and leverage the fiscal, human, technological, and facility resources that enhance the student experience.

Related UH Strategic Goal – Student Success:

UH will have a student profile consistent with a nationally competitive public research university by creating an environment in which student success can be ensured.

Cougars in Recovery Initiative Accomplishment:

CIR is still in the process of restructuring its External Advisory Board, which is a vital step to acquiring three additional financial supporters for the CIR program. New committee focuses and responsibilities have been drafted and sent out to potential new committee members. Three individuals, a Houston community

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member, a parent of an alumna, and an alumni member, have committed to being members of the board. CIR is waiting to connect with the remaining candidates who were contacted and considered the best suited to serve as board members. Separate from developing the External Advisory Board, the CIR program director has connected with two potential private donors interested in supporting CIR to attain financial sustainability.

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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.

As indicated in the table below, CIR saw a significant increase in participation in the Community Check-In meetings, the Hope Dealers noon meeting of AA, Recovery Tailgating, Recovery Housing, and the Outdoor Adventure Learning Experience. CIR made revisions to the number of Community Check-In's that were offered. Community Check-In, is now offered six times a week for students to choose which one meets their schedule best. One of the Community Check-In's that was added is dedicated to our graduate students. CIR now requires students to attend 85% of the Community Check-In's throughout the semester to be eligible for inclusion on the priority registration list for the following semester. CIR saw a 17% increase in participation from FY 16 to FY 17.

Programming	FY 16	FY 17
	Total	Total
Community Check-in	764	1,101
Celebration of Recovery	436	N/A
Hope Dealers Daily AA Meeting	489	765
Morning Meditation	N/A	87
Recovery Tailgating	69	95
Recovery Housing	5	18
Outdoor Adventure Learning Experience	20	31
Total	1,792	2,097

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CIR Strategic Initiative #1: Identify next steps to supporting students in recovery at University of Houston Downtown (UHD).

CIR staff is continuing to nurture this collaboration through frequent correspondence and follow-up conversations. This initiative is a valuable and important partnership as it relates to student success within the University of Houston system and elevates the opportunities available to a diversified student population.

CIR Strategic Initiative #2: Increase membership and strengthen the resources and support for students in recovery by integrating greater support for mental health issues and compulsive behaviors that are not specific to drugs and/or alcohol.

On the CIR program application, a question asking for all mental health diagnoses was added to screen for co-occurring mental illness. In addition, literature and professional consultation and development have been pursued to better support for individuals with co-occurring mental illness and compulsive behaviors that are not specific to drugs and/or alcohol. This pursuit is important since the majority of CIR students are impacted by co-occurring mental illness, which requires a keep approach with individualized support and referrals.

CIR Strategic Initiative #3: Collaborate with community partners during the fall and spring semesters to develop students' marketable skills through internships, part-time jobs, and outdoor adventure activities.

This initiative has been successful since CIR partnered with University Career Services to launch Career Ready Coogs in Fall 2017. Career Ready Coogs is a component of the CIR

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program that targets skill development in their pursuit of an internship and/or job.

Professionals from treatment centers have expressed an interest in sponsoring food for our social activities. These pursuits are valuable since they support student success and engagement.

CIR Strategic Initiative #4: Advocate for individuals to maintain and sustain recovery by annually participating in platforms to exchange ideas, facilitate relationships, network, and participate in educational opportunities on campus, in the Houston community and nationwide.

Success in this initiative is measured by the CIR staff's attendance at conferences, committee meetings, resource booths on and off-campus, and membership to professional organizations. These are important since it promotes CIR on a local and national level.

CIR Strategic Initiative #5: Develop new donor/partner relationships in order to acquire three additional financial supporters for the CIR program.

CIR has fostered relationships with interested individuals. In addition, CIR has gained three new members on the External Advisory Board. These are important because the financial support equates to program sustainability and in turn, student success.

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5. Please discuss any budget or organizational changes experienced since your last (FY2018) 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.

There were no budget or organizational changes experienced by CIR since the last SFAC request.

6. If your unit concluded FY2017 with a Student Service Fee (SSF) Fund 3 addition to the SSF Reserve in excess of \$5,000, please describe the conditions which caused the addition and provide a line-item identification of the budgetary source(s) of the addition (i.e. lapsed salary, conference travel, etc.).

This is not applicable to CIR.

7. Please list your unit's 2018-2019 strategic initiatives and action steps in priority order and cite the specific Division of Student Affairs and Enrollment Services Values and University of Houston Strategic Goals to which they relate. Larger units may wish to group responses by subprogram. Under each unit strategic initiative, please state the specific action steps (programs, activities, services, policies/procedures, etc.) that you intend to implement to accomplish your stated initiative.

CIR Strategic Initiative #1: Restructure current CIR recovery scholarships in order to provide greater financial support to community members

CIR Action Steps:

- Schedule planning meetings with CIR Recovery Scholarship Committee members to discuss possible changes to the structure of the scholarship.
- In these meeting discuss the needs of the students both academically and financially. Similarly, how a revised scholarship structure could reach more of CIR's students with a greater impact than the previous structure.
- After discussing the needs of students revise the structure of the scholarship to meet those needs.
- Submit to the committee members for feedback.

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- Take feedback from committee members and make revisions.
- Present to committee members for approval.
- Once approved by all committee members make new structure of the scholarship public to CIR community members.

DSAES Value:

Empowerment — We empower students and staff through programs, personal and professional development, and employment.

Related UH Strategic Goal – Student Success:

UH will have a student profile consistent with a nationally competitive public research university by creating an environment in which student success can be ensured.

CIR Strategic Initiative #2: At weekly community check-in's, CIR staff will inquire about the financial, academic, mental health, psychiatric, and recovery support needs of CIR students in order to streamline resource referrals.

CIR Action Steps:

- At the close of Community Check-In, CIR staff will ask participants if referrals or extra support is needed.
- If a student(s) needs referrals, CIR staff will contact the appropriate resource and/or give the student the contact information of the resource.
- IF the student(s) needs extra individualized support from staff, CIR will set up a time to meet individually with the student(s).

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- Once the student(s) has received the support they need, CIR staff will follow up to ensure continuity of support.

DSAES Value:

Collaboration — We embrace the spirit of collaboration through mutually beneficial partnerships on campus and in surrounding environments that foster the exchange of knowledge, resources and expertise.

Related UH Strategic Goal - Student Success:

UH will have a student profile consistent with a nationally competitive public research university by creating an environment in which student success can be ensured.

CIR Strategic Initiative #3: By August 21, 2017, CIR will implement a new leadership and professional development program to bolster student success.

CIR Action Steps:

**For clarity purposes, the action steps below are outlined separately and specific to the respective program.*

Source of Strength Leadership Program:

- Over the summer, CIR staff began working on a rough draft of the structure of a leadership program, the Source of Strength Leadership Program, which was to be implemented in the fall of this year.
- After the rough draft was developed, CIR staff collaborated with students in the CIR community and the Center for Student Involvement (CSI) for several months to refine the details of the program to fit its student's needs.

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- Once the final draft was completed, CIR and CSI staff began to develop supplemental documents such as the participation agreement, strength plan, and pre and post assessments to gather data to report on the impact the program.
- The Source of Strength Leadership Program's first semester of operation has twelve participants, five mentors and seven mentees, involved in the program.

Career Ready Coogs Professional Development Program:

- Over the summer, CIR staff began working on a rough draft of the structure of a professional development program, which was implemented in the fall of this year.
- After the rough draft was developed, CIR staff collaborated with University Career Services (UCS) for several months to refine the details of the program to fit its student's needs.
- Once the final draft was completed, CIR and UCS staff partnered to create a career action plan, a program curriculum, a list of second chance companies for convicted felons, and creating and presenting Turnaround Talk: Life After a Criminal Record during UCS' Professional Development Week.

DSAES Value:

Innovation — We expect innovation of ourselves as we develop cutting-edge programs and services that continuously strive for excellence and student success.

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Related UH Strategic Goal - Student Success:

UH will have a student profile consistent with a nationally competitive public research university by creating an environment in which student success can be ensured.

CIR Strategic Initiative #4: Advocate for individuals to maintain and sustain recovery by annually participating in platforms to exchange ideas, facilitate relationships, network, and participate in educational opportunities on campus, in the Houston community and nationwide.

CIR Action Steps:

- CIR staff is involved with on-campus committees that focus on health and wellness for the University of Houston student body at large.
- CIR staff has professional memberships with nationally recognized organizations that focus on addiction, collegiate recovery, and counseling.
- CIR staff will be hosting the 2018 Association of Recovery in Higher Education National Collegiate Recovery conference at the University of Houston.

DSAES Value:

Empowerment — We empower students and staff through programs, personal and professional development, and employment.

Related UH Strategic Goal - Student Success:

UH will have a student profile consistent with a nationally competitive public research university by creating an environment in which student success can be ensured.

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CIR Strategic Initiative #5: Develop new donor/partner relationships in order to acquire three additional financial supporters for the CIR program.

CIR Action Steps:

- New committee focuses and responsibilities have been drafted and sent out to potential new committee members for CIR's External Advisory Board.
- The External Advisory Board gained three members, a Houston community member, a parent of an alumna, and an alumni member, have committed to being members of the board.
- CIR program director has connected with two potential private donors interested in supporting CIR to attain financial sustainability.

DSEAS Value:

Collaboration — We embrace the spirit of collaboration through mutually beneficial partnerships on campus and in surrounding environments that foster the exchange of knowledge, resources and expertise.

Related UH Strategic Goal - Student Success:

UH will have a student profile consistent with a nationally competitive public research university by creating an environment in which student success can be ensured.

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8. Recognizing that the potential to generate additional Student Service Fee income for FY2019 base funding is extremely limited and recognizing that it is likely that some units will not be allocated the FY2019 base budget augmentations and/or one-time funds requested. Please provide a narrative of how your unit would accommodate a reduction of 5% in your total approved FY2018 base Student Service Fee budget and provide a line-item explanation of where budgetary cuts would be made.

Currently, SFAC funds the salary and benefits of the program director. This position is essential to the day to day operations of the program. If this positions salary and benefits were cut by 5% it would put this position in jeopardy of being vacant and it would be very difficult to fill due to the uniqueness of the qualification of the position.

9. 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.

Three proposals totaling \$77,500 have been awarded. The John P. McGovern Foundation, an organization that contributes to local health charities, supported CIR with a gift of \$50,000 for the fourth consecutive year. The Hildebrand Foundation supports faith-based organizations serving the poor and needy in Houston. This generous organization gifted \$25,000 to CIR, for the second consecutive year. The Jackson Foundation, an organization that seeks to support new programs that will enhance and expand the well-being of individuals, with a focus on children, in the Houston area by granting funds for the purpose of health and education, awarded CIR and the university \$1,500 for the first time. CIR has been working hard to identify individual private donors that are interested in having a scholarship in their name. Thus far, CIR has identified three individuals that are potentially interested in donating to the program and have been put in contact with the DSAES advancement team.

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10. 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.

CIR is the first and only collegiate recovery community in the Houston area; and as such, is setting the standard for collegiate recovery in Houston. This program is open to all students in recovery from alcohol and other addictions who are enrolled throughout the University of Houston System. The services CIR offers to students at the University of Houston are unique and the first of its kind, as such, facets of CIR do not overlap with any existing departments or services on campus.

The CIR program offers many resources and activities to community members. Utilizing sober housing provides students with the opportunity to fully experience college life while living on campus in an environment where their peers have committed to live substance free. Students are offered five opportunities to attend twelve-step meetings each week to maintain stability and accountability in recovery while participating in campus life as a student. The CIR lounge is available to students 24 hours a day to study, relax, watch television, play games, and socialize with others in recovery between classes and in the evenings. Accountability is achieved primarily through the weekly Community Check-In meeting where students receive peer feedback after sharing their feelings, successes, struggles, recovery program status, gratitude, and affirmations. Students learn skills for facing their struggles and receive referrals to helpful resources, with the reassurance that others are on this journey with them. Camaraderie and community service are integral components of the program.