



UNIVERSITY of  
**HOUSTON**  
A.D. BRUCE RELIGION CENTER

# A.D. BRUCE RELIGION CENTER

Program Questionnaire for FY 2019 – 2020

**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 52 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.

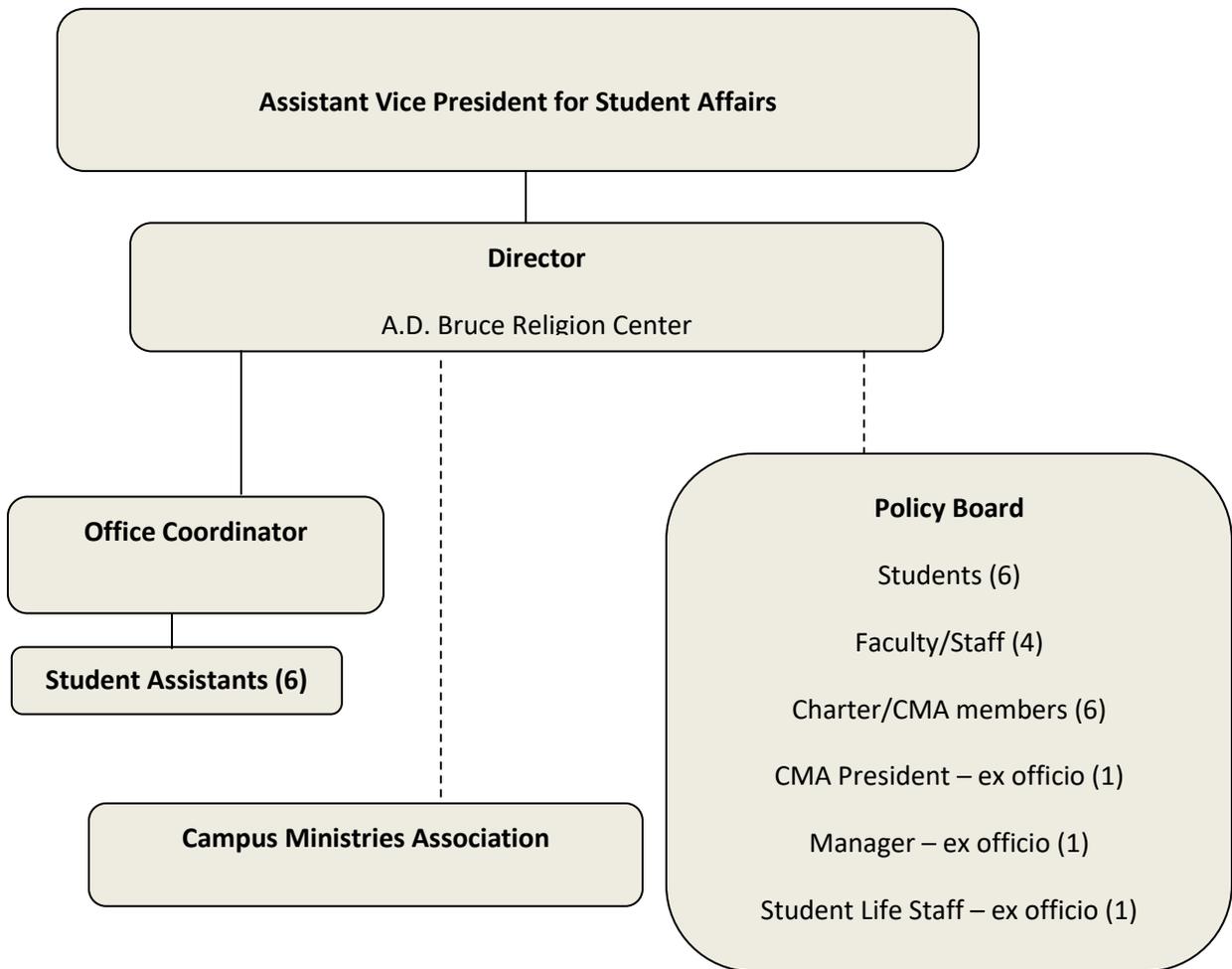
The original Charter denominations or Resident Ministries are: **Baptist Student Union** [*now Baptist Student Ministry*], **B'nai B'rith Hillel**, **Catholic**, **Christian Science**, **Church of Christ**, **Disciples of Christ** [*now included in United Campus Ministries*], **Lutheran** [*Missouri 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 2017 – 2018 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:** Manage and provide for a satisfying and well maintained auxiliary facility for the use of UH students faculty, staff, alumni and University guests.  
UH – 2; DSAES – Accountability

*Action Step 1.1:* Develop a plan of action that will address and prioritize facility needs for repair and/or replacement. The plan of action will outline a process for identifying financing these projects through the religion center budget, Student Life and DSAES development resources. Special attention will be given to proposing a viable payment process should an interdepartmental funding source be identified and approved.

*STATUS: Completed and ongoing. Roof Replacement Project began in May 2018 and will be completed in September 2018. Continue to work with Development office and Division leadership for future restoration and transformation projects.*

*Action Step 1.2:* 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.

*STATUS: Completed and ongoing. Worked with grounds department to adjust monthly cleaning of beds and shrubbery. Constant communication with UH staff responsible for monitoring mowing and care of grounds.*

*Action Step 1.3:* Develop a working partnership with the custodial vendor and monitor the Custodial Cleaning Frequency Charts to ensure facility cleanliness and consistent staffing to support student organization activities and special event needs.

*STATUS: Completed and ongoing. Monthly meetings were held with the vendor and UH staff responsible for the contract and monitoring of their services. Problems/concerns discussed and resolved.*

**Action Step 1.4:** Review and revise the student assistant training program for special event assistance and improving and maintaining customer service based on an ethic of care. Special attention will be given to CPR and AED training for student assistants and resident ministry leadership.

**STATUS:** *Partially completed and ongoing. Training program updated to include diversity and inclusion initiatives during their August 19, 2017 workshop prior to the start of the fall semester. Customer Service component was included in that session. CPR and AED training was not completed.*

**Strategic Initiative 2:** Provide administrative, advising and program support for the programs and services of the Campus Ministries Association (CMA).

UH – 2; DSAES – Collaboration

**Action Step 2.1:** Develop program initiatives to support interfaith dialogue, campus outreach to further develop collaborative programs and services with registered student organizations and colleges and departments.

**STATUS:** *Ongoing. Assessment project was conducted in spring 2018 to assess registered student organizations that self-identify as religious spiritual on their organization needs and awareness of the programs and services of the Religion Center. [SEE 4. Assessment Projects for details.]*

**Action Step 2.2:** Coordinate with the Center for Diversity and Inclusion, UH Wellness, the Religious Studies Department, the Campus Ministries Association and UH Contracts and Grants to plan a variety of InterFaith Dialogue programs that will provide students different learning options, to include speakers, cohort groups and reading options.

**STATUS:** *Completed and ongoing. Interfaith Week was held February 11 – 18, 2018. Events included Ash Wednesday services, Interfaith Dinner, Homeless Outreach, Coffee in the Lobby and various bible studies.*

**Action Step 2.3:** 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.

**STATUS:** *Not completed. A proposal was submitted but not approved to include a graduate assistant in the FY18/FY19 budgets.*

**Action Step 2.4:** Develop a student / staff task force that will identify resources and models that will strengthen current Campus Ministries Association initiatives on interfaith dialogue and identify new programs and services for spiritual wellness and improve religious competencies of the UH campus community. The task force will represent interested members of the Campus Ministries and representatives from Religious Studies and DSAES stake holders.

**STATUS:** *Not completed. However, continue to have dialogue with Campus Ministries Association regarding their interfaith initiatives, presence on campus and participation in those initiatives.*

**Strategic Initiative 3:** Market the Religion Center programs and services to UH and the greater Houston area. UH – 2; DSAES – Accountability

**Action Step 3.1:** 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.

**STATUS:** *Partially completed and ongoing. Continued collaboration with the University Hilton to promote weddings at the Religion Center and direct customers to the Hilton.*

**Action Step 3.2:** Produce a quarterly Religion Center newsletter; review and update the Religion Center’s web site; and explore new and different ways in which the digital kiosk can further promote Religion Center events and support special events.

**STATUS:** *Partially completed and ongoing.. Quarterly newsletter did not materialize. Continuous review and updating of Religion Center web site occurred throughout the fiscal year. WE ARE HERE signage added to digital kiosk.*

**Action Step 3.3:** 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](http://www.uh.edu/adbruce) ] and other social media options.

**STATUS:** *Completed and ongoing. Worked with Student Life marketing on UH Day of Remembrance. Also developed a ‘WE ARE HERE!’ marketing plan that was included in several Center for Student Media publications: Welcome Back issue, first issue, Interfaith Week ads.*

**Strategic Initiative 4:** Expand 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 – Collaboration

**Action Step 4.1:** 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.

**STATUS: Completed.** *UH Day of Remembrance was held on Tuesday, February 27, 2018. Worked with SGA, Faculty Senate, Staff Council, UH Alumni Association, Campus Ministries Association and Student Life marketing for a successful event and reception.*

**Action Step 4.2:** 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.

**STATUS: Completed and ongoing.** *Continue to work with Hilton to recruit student assistance and offer internships. Gil Lizalde, Grad student with the College of Education, served as our department intern for spring 2018 and assisted with diversity and inclusion sessions with staff and administering two assessment projects for the Religion Center.*

**Action Step 4.3:** Collaborate with the Moores School of Music to schedule and promote recitals and concerts at the A.D. Bruce Religion Center.

**STATUS: Completed and ongoing.** *Moores School of Music hosted 2 choral concerts. In addition, worked with the Director of the Organ program and provided practice and audition space for pipe organ students. Will continue to work with the Organ Director with ongoing service to our Chapel pipe organ and relocation of the Meditation Chapel pipe organ to 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. If available, please provide program benchmarking data from comparable institutions.**

- A. Number of Registered Student Organizations making reservations.  
There was an increase in RSOs submitting reservation requests for FY17 [22] compared to FY18 [31].
- B. Number of bookings by Registered Student Organizations.  
There was a decrease in the number of bookings in FY 17 [656] compared to FY18 [714].
- C. Event hours by Registered Student Organizations.  
There was a decrease in the number of event hours in FY2018 [1,486] compared to FY18 [1,587].
- D. Estimated Attendance by Registered Student Organizations [self-reported].  
However, there was a decrease in self-reported attendance in FY17 [25,139] compared to the 24,389 as reported in FY18.

	FY11	*FY12	*FY13	*FY14	FY15	FY16	FY17	FY18
RSOs Making Reservations	25	30	36	36	39	32	22	31
RSO Bookings	764	775	817	997	773	767	656	714
RSO Event Hours	1,683	1,691	1,834	3,444	1,717	1,726	1,486	1,587
RSO Attendance	22,449	39,630	39,630	51,429	26,793	22,808	25,139	24,389

*\* Increase attributed to the SC Transformation Project*

**Student Affairs Assessment Initiatives**

**Assessment Projects (listed by project)**

**Campus Ministries Association [CMA] Programs and Services – FREE Lunch**

This assessment will assist manager in developing interfaith dialogue program priorities, determining assessment projects and refine department marketing plans.

**Planned Action:** Identify CMA's FREE Lunch program concerns/support, participant data, and student needs as part of the institution’s initiative on food insecurity. This assessment will help develop a plan of action that will be used to further develop the FREE Lunch Program.

**Findings: N 117 [21% out of 581 emails]**

Using the card swipe method during the fall 2017 semester, a total of 117 students responded to a spring 2018 survey. An overwhelming number of respondents [81.73% agreed that the FREE lunch program “...is a great program” and that it is a NEEDED program [83.97%. An overwhelming majority of respondents [70.76%] indicated that they “...felt a sense of belonging at the A.D. Bruce Religion Center. 34.61% indicated that they agreed or strongly agreed that they were not “...able to afford food while in college due to other

financial obligations.” In addition, over 75% [76.92] agreed or strongly agreed that a food pantry would be beneficial to them.

The data indicated that a majority of the participants were women [61.54%], Asian [52.14%], and were either a junior [18.80%], senior [19.66%], Masters [17.09%], or doctoral students [17.95%]. By far, the majority of students were enrolled in the College of Liberal Arts and Sciences [32.48%], with College of Natural Sciences and Math at 21.37%. Attendees responding indicated that over 56.41% have attended more than 5 free lunches in the fall 2017 semester. Only 14.16% identify as vegetarian. [Note: there is always a vegetarian option for each FREE Lunch.] One person was concerned that the FREE Lunch program didn't provide a Halal or Kosher option. Other program options suggested were: A coffee house [12.29%], Yoga [10.57%], and more lounge space [9.67%].

### **Student Organizations that Self-Identify as Religious Spiritual**

Measure the awareness of AD Bruce Religion Center programs and services and support needed.

**Planned Action:** A survey was sent to the Registered Student Organizations that self-identified as religious / spiritual through the Get Involved portal in Spring 2018.

**Findings:** N18 [19.4% response rate out of 93 emails sent.]

Respondents indicated that their individual use of the Religion Center included: organization meetings [20.41%], organization events [16.33%], religious services [12.24%] and the Free Lunch program [12.24%]. Only 27.78% of respondents indicated that they DID NOT have meetings or events in the Religion Center. Their reasoning: the Religion Center wasn't convenient to them or that they already booked their events in the Student Center. Only 6.25% indicated that they would like to have an office in the Religion Center. Of those responding, 50% indicated that they were affiliated with a campus ministry program.

### **Benchmark Colleges & Universities, Houston Churches, and Professional Organizations**

Benchmark research includes comparison of rental/special fee rates and interfaith programming in the Houston market as well as with other public/private institutions. Currently, the Religion Center is only one of three religion centers with offices/ministerial services on a public university campus. Traditionally, most universities do not provide such space and support requiring their religious/spiritual groups to set up office and event space off campus.

#### **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  
Bastyr [WA] University – Chapel                      Univ. of Chicago – Rockefeller Memorial Chapel

Emory University – Cannon Chapel  
Howard Univ. – Andrew Ranking Memorial Chapel  
Indiana Univ. – Beck Chapel  
Michigan State Univ. – Alumni Chapel  
Northwestern Univ. – Chapel [2]  
Rice – Memorial Chapel  
Southern Methodist University  
– Perkins Chapel  
Texas Tech Univ. – Kent Hance Chapel  
Trinity Univ. – Chapel  
Univ. of Georgia – Chapel  
Univ. of Kansas – Danforth Chapel  
Univ. of Maryland – Memorial Chapel  
Univ. of Mississippi – Paris Yates Chapel  
Univ. of Missouri – A.P. Green Chapel  
Univ. of Southern California  
Univ. of S. Mississippi – Danforth Chapel  
Univ. of Tulsa – Sharp 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 (FY2019) 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 budget changes since the SFAC presentation in October 2017. Michel Tyree, Office Coordinator, tendered her resignation [July 2018]. Keiry Lazo is our new Office Coordinate and began work on July 24, 2018.

The annual allocation from the Rockwell Endowment of \$20,368.00 is used for the annual operation of the A.D. Bruce Religion Center.

- 6. If your unit concluded FY2018 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.).**

There was a One Time Roll Fund Equity of \$51,036 at the beginning of FY19 as approved by Dr. Richard Walker. The balance is a result of the deferred maintenance dollars for the roof replacement project.

7. Please list your 2019 - 2020 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:** Manage and provide for a satisfying and well maintained auxiliary facility for the use of UH students faculty, staff, alumni and University guests.  
UH – 2; DSAES – R3; SS1

*Action Step 1.1:* Develop a plan of action that will address and prioritize facility needs for repair and/or replacement. The plan of action will outline a process for identifying financing for these projects through the Religion Center budget and/or DSAES development resources.

*Action Step 1.2:* 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 1.3:* Monitor the Custodial Cleaning Frequency Charts to ensure facility cleanliness and consistent staffing to support student organization activities and special event needs.

*Action Step 1.4:* Review and update the student assistant training program for special event assistance and improving and maintaining customer service based on an ethic of care. Special attention will be given to Cardiopulmonary Resuscitation [CPR] and Automated External Defibrillator [AED] training for student assistants and resident ministry leadership.

**Strategic Initiative 2:** Provide administrative, advising and program support for the programs and services of the Campus Ministries Association (CMA).  
UH – 2; DSAES – P1

*Action Step 2.1:* 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 2.2:* Coordinate with the Center for Diversity and Inclusion, UH Wellness, the Religious Studies Department, the Campus Ministries Association and UH Contracts and Grants to plan a variety of InterFaith Dialogue programs that will provide students different learning options, to include speakers, cohort groups and reading options.

*Action Step 2.3:* 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.

**Action Step 2.4:** Develop a student / staff task force that will identify resources and models that will strengthen current CMA initiatives on interfaith dialogue and identify new programs and services for spiritual wellness and improve religious competencies of the UH campus community. The task force will represent interested members of the Campus Ministries and representatives from Religious Studies, and DSAES stake holders.

**Strategic Initiative 3:** Market the Religion Center programs and services to UH and the greater Houston area. UH – 2; DSAES – P3; DC1

**Action Step 3.1:** 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 3.2:** Produce a quarterly Religion Center newsletter; review and update the Religion Center’s web site; and explore new and different ways in which the digital kiosk can further promote Religion Center events and support special events.

**Action Step 3.3:** 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] and other social media options.

**Strategic Initiative 4:** Expand 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 – SS1; P2

**Action Step 4.1:** 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 4.2:** 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 4.3:** Collaborate with the Moores School of Music to schedule and promote recitals and concerts at the A.D. Bruce Religion Center.

**8. Recognizing that the potential to generate additional Student Service Fee income for FY2020 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.**

A 5% budget reduction of \$17,397 would create major challenges for the daily operation of the A.D. Bruce Religion Center.

All budget items in the FY18 budgets are critical to the mission of the Religion Center with the exception of Travel and Membership dollars. Professional Development for the 2 full time staff members would be narrower in scope and limited to only on campus opportunities. All other budget lines are critical to the day to day operation of the Center and would reduce building and program services.

Having to cut student wages will impact on the Center’s ability to provide setup and intake services for RSOs, colleges and departments and non-UH paying guests. Losing student wage dollars would require a reduction in building hours which is currently 8:00 AM to 10:00 PM [Sunday through Friday] during the fall and spring semesters. A reduction in building hours will directly impact RSOs and our campus ministry programs. Those groups would have to seek other meeting and event spaces on campus and could impact an already busy Student Center, meeting, and program venues on campus.

The greatest impact would be on income generation. SFAC has consistently challenged the Religion Center to seek additional funding resources. A reduction in building hours would also realize a possible reduction in income. One of our paying customers that consistently have booked space in the Center are facing a reduction in their funding and program participation which would result in 7% reduction in revenue.

	<b>\$</b>	<b>382,041</b>	
5% Cut	\$	19,103	
Line 51	Student Wages	\$ 13,103	
Line 74	Supplies	\$ 1,000	
Line 78	Professional Develp	\$ 250	
Line 79	Programs	\$ 2,000	
Line 94	Uniforms	\$ 1,603	
	Admi Fee 6%	\$ 1,147	

- 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.**

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 with the ultimate goal of increasing revenue.

The Campus Ministries Association, through their annual dues, provide programming support for Weeks of Welcome, Campus Prowl, Meet the Ministers tabling, and Interfaith Week each February.

The Rockwell Endowment continues to provide annual support for the operation of the Religion Center.

The Religion Center collaborates with University Development to identify foundations, grants and individuals donors to support program initiatives and the Restoration of and Transformation of the Religion Center.

**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.**

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