

# Collegiate Ministry Self-Assessment Tool

**Any time is a good time to honestly reflect on what your collegiate ministry really looks like.**

Collegiate ministry colleagues around the country helped gather these items that are considered relevant to an **accountable** collegiate ministry. The word “accountable” seems much more useful than “successful”.

If, in your humble opinion, the ministry you are connected with is doing a good job in an area mentioned give it a higher mark with a “4” as the highest and a “0” being, well, . . . zero.

**Note! This is about the *ministry*, not the *minister*.**

At the end of the list is a way for you to tell us what items you think should be added. When you are done with the self-assessment you might want to compare your humble opinion to the equally humble opinions of your colleague(s), partner, students, board, the world, God.

Here's the drill.  
Get thoughtfully comfortable.  
Clear a space in front of you.  
Sit. Stay. Start.

1. \_\_\_ The ministry staff is tired but has appropriate provision for being restored.
2. \_\_\_ There are users of the ministry who can and will tell true stories affirming the ministry.
3. \_\_\_ The numbers of program participants are the expected number and maybe a bit better.
4. \_\_\_ The ministry can verify the numbers of program participants.
5. \_\_\_ The ministry has good relationships with local churches.
6. \_\_\_ The ministry has good relationships with agencies in the community
7. \_\_\_ The ministry has good relationships with components of the academic institution served.
8. \_\_\_ The ministry has good relationships with its funding ecclesiastical bodies.
9. \_\_\_ The ministry's students connect with local churches.
10. \_\_\_ The ministry has a growing endowment program.
11. \_\_\_ The ministry has clear examples that it is planning for the future.
12. \_\_\_ There is a broad financial support base for the ministry.
13. \_\_\_ There is a rational donor identification and cultivation process at work.
14. \_\_\_ A very high percentage of the board members financially contribute to the ministry.
15. \_\_\_ There is a rational plan for publicizing the ministry to the academic community.
16. \_\_\_ There is a plan in operation to develop, educate and strengthen the Board members.
17. \_\_\_ There is an up-to-date data base on the alums of the ministry.
18. \_\_\_ There is a direct local mission (service/learning) involvement program component in the ministry.
19. \_\_\_ There is a national/global mission program ministry component.
20. \_\_\_ There is a fellowship and social activities program component in the ministry.
21. \_\_\_ There is a biblical literacy/study program component in the ministry.
22. \_\_\_ There is a worship/meditation/spiritual development program component in the ministry.
23. \_\_\_ There is a funds development program component in the ministry.
24. \_\_\_ There is at least one “marquee” program of the ministry that is well known in the community and mission partners/supporters/donors.
25. \_\_\_ There is a good mix of learning styles or pedagogies used in the ministry programming.
26. \_\_\_ There is a focused ministry with students.
27. \_\_\_ There is a focused ministry with faculty.
28. \_\_\_ There is a focused ministry with administrative and support staff of the college/university.
29. \_\_\_ The ministry works cooperatively with other religious organizations serving the campus (congregations and other campus ministries).
30. \_\_\_ There are certain issues that public knows where the ministry will stand.
31. \_\_\_ There are numerous program entry points for potential participants in the ministry.

32. \_\_\_ If the current ministry staff were to leave this summer the ministry would continue in the fall.
33. \_\_\_ The ministry has sufficient administrative support staff (paid or volunteer).
34. \_\_\_ The students have responsible roles in the ministry.
35. \_\_\_ The ministry facilities are fully accessible to handicapped/disabled persons.
36. \_\_\_ There is a strong and open accountability and review process on file.
37. \_\_\_ There is a strong and open accountability and review process on file AND it is used.
38. \_\_\_ Job descriptions are clear and held to.
39. \_\_\_ Staff get honest and constructive reviews.
40. \_\_\_ There are fiscal accountability safeguards in place and followed.
41. \_\_\_ There is appropriate insurance coverage on staff, facilities and users.
42. \_\_\_ The ministry has a tax exempt status. (No=0, In Process=1, Yes=4)
43. \_\_\_ Minister's office door has an uncovered window in it or is left open during one-on-one sessions.
44. \_\_\_ Make up and rate your own Assessment Item. (Give yourself a 4?)
45. \_\_\_ There is a planned Funds Development process with several aspects for securing donor support.
46. \_\_\_ The ministry has web site.
47. \_\_\_ The web site was last updated: last week=4, two weeks ago=3, three weeks ago=2, four weeks ago=1, over a month ago=0.
48. \_\_\_ The ministry has and uses an email list server.
49. \_\_\_ The Board has an up-to-date manual for its members.
50. \_\_\_ The Board has an annual retreat to review program and policies.
51.  The "minister" does \_\_\_% of the program and work.

Send an email to [pcc@pcusa.org](mailto:pcc@pcusa.org) telling us hat items should be included on the next revision of this tool?

Add them up	A	B
How many 4's?	___ x 4 =	___
How many 3's?	___ x 3 =	___
How many 2's?	___ x 2 =	___
How many 1's?	___ x 1 =	___
How many 0's?	___ x 0 =	___
TOTALS	___	___
$B \div A$	=	_____

**FOR EXTRA CREDIT**  
 Put "\$\$" next to the items on the Self-Assessment list which have a direct relationship with the Funds Development plans of the Ministry.

# Collegiate Ministry Self- Assessment



*A Tool for Looking at  
 A Collegiate Ministry*

*A Tool for Preparing to Interpret  
 The Ministry to Mission Partners and  
 Possibly Even Critics*

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## Follow-Up Options From the Self-Assessment Tool Side 1

1. List the numbers of the items and the scores you gave them which the ministry does well or really well. (3's and 4's)
2. Why are these items well done?
3. How fragile are they or what could make them less effective?
4. A. List the numbers of the items and the scores you gave them which are mostly dependent on **staff** to maintain and/or improve?
4. B. What do these items and scores tell you?
5. A. List the numbers of the items and the scores you gave them which are mostly the responsibility of the **Governing Board of the Ministry** to maintain and/or improve?
5. B. What do these items and scores tell you?

## Follow-Up Options From the Self-Assessment Tool Side 2

6. List the numbers of the items and the scores you gave them which have a direct connection to the **Funds Development** process of the Ministry?
7. What do these items and scores tell you?
8. What does this Self-Assessment Tool lead you, in your position with the Ministry, to consider focusing on in the near future?