

**Guide for Annual Report**  
**PLNU Academic Centers and Institutes**  
Drafted by Program Review Committee, Fall 2012

**I. Purposes of PLNU Academic Centers and Institutes**

Centers and Institutes are created to accomplish the mission of the University in ways that complement and extend its academic programs. Each Center/Institute must embrace at least one of the following possible emphases:

- Resourcing the professional development of faculty and/or staff to better serve the University mission
- Serving external constituents and/or connecting them to the University in mission-driven ways
- Horizontal (Interdisciplinary) facilitation with faculty, staff and students on the following cross-disciplinary themes:
  - Christian formation
  - Contextualized education
  - Global engagement

*Explain how your Center or Institute actualizes one or more of these three emphases.*

**The Center for Pastoral Leadership of PLNU fosters a healthy symbiotic relationship with the constituent churches and the University through a variety of events and means. Some examples include the annual Ministerial Candidate Workshop; the annual Convocation on Clergy Development; the annual Youth Worker's Day and the annual Pastor's Day. The mutual benefit to faculty, staff, students and pastors continues to be enhanced.**

**II. Alignment of the Center/Institute with the University**

Is the Center or Institute clearly aligned with the purposes of the University?

*Explain your Center/Institute's alignment with the University using any of the following options: University Mission and Learning Outcomes; also Core Values, Strategic Plan, and GE Learning Outcomes.*

**Without question the CPL seeks to support and compliment the purposes of the University.**

**III. Advisory Board**

What is the composition of the Center/Institute's Advisory Board and how does it serve the Center/Institute?

- A. *List the members of your Institute/Center's Advisory Board, their affiliations and qualifications.*
- B. *Summarize your Board's charge, meetings, and actions.*
- C. *Explain the role of your Board in shaping activities and programs.*

**This Center reports directly to the President of the University and has no other agency to which it is accountable. However, there is a concerted effort to get feedback from the constituents that are served in various ways and means.**

**IV. Capacity and Resources**

What are your Institute/Center's current financial resources, budget, physical facilities, and technology?

- A. *What resources have been allocated to the Institute or Center in the last year? Please include operating budget, salary, administrative staff and benefits of the director (e.g., load release). **Operating \$169,500; Salaries \$380,000***
- B. *How are monies used to achieve the Institute/Center's Learning Outcomes? **12500 NYI students; Admissions; MCW; CDC; Pastors Day, Youth Day, PALCON; Seminars, Forums, Retreats; Assemblies; PK retreat; Sponsor Children's Quizzing***
- C. *What efforts have you made to garner external funding, and what successes can you report?*

**V. Effectiveness: Services and Community Engagement**

What are the connections of the Institute/Center's work to the larger University and to the Institute/Center's Learning Outcomes? How effective are these connected programs and activities?

A. Name and describe the programs and activities of the Center/Institute in the past academic year.

- a. **Forum for Pastors in First Assignment**
- b. **Ministerial Candidate Workshop**
- c. **Retreats for Pastors and Spouses throughout S.W. USA**
- d. **Christmas dinner for San Diego Pastors and Spouses**
- e. **Convocation on Clergy Development**
- f. **Encuentro**
- g. **Pastor's Day**
- h. **Youth Worker's Day**
- i. **Prep work for initiating Master of Ministry in Spanish language**
- j. **Attend 12 District Assemblies**
- k. **Elevate Event for 1400 students**
- l. **Pastor's Kid Retreat**
- m. **Summer vacation housing in Flex housing for 60+ pastors and families**
- n. **Sponsor dinner for students and Wiley Lecture speaker**
- o. **Sponsor lunch for pastors and SoTCM faculty**
- p. **Represented PLNU at General Assembly Church of the Nazarene**
- q. **Sponsored 4 Seminars by the Sea**
- r. **Convened planning committee for 2018 PALCON**
- s. **Served on President's Advisory Committee**
- t. **Spanish language Ministerial Candidate Workshop in Bakersfield**
- u. **Sponsored COMPASS ministries workshop on personal finances for ministers**
- v. **Sponsored PLNU Theology students to attend Preaching workshop at NNU**
- w. **Sponsored Wesleyan Center's Nouwen event at USD**
- x. **Coordinated the development of "Gap" school for Spanish speakers to prep for Master of Ministry in Spanish language**
- y. **Prepared in detail the 2018 PALCON event for 650 pastors and families**

B. Describe the Institute/Center's assessment plan and activities, what has been learned through assessment, and what programmatic adjustments have been made based on the assessment evidence.

**Assessment of Ministerial Candidate Workshop is ongoing with the 12 districts who are served by it. Also the newly planned Master of Ministry in Spanish language is an example of assessment and adjustments**

C. To what degree is the work of the Center/Institute effective and linked to the University's academic programs? **This is not easy to quantify but we continuously seek feedback in everything undertaken.**