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2017

## Guide to the University Ministry records

University of San Diego University Ministry

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## Guide to the University Ministry records

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### Overview of the Collection

- Title:** University Ministry records
- Dates:** 1965-2005
- Creator:** University of San Diego University Ministry
- Quantity:** 7 boxes (7 linear feet)
- Summary:** The records of University Ministry (formerly Campus Ministry) document the foundation of Ministry as a campus department. Records also include planning materials for the variety of activities and programs offered by University Ministry as well as photographs and video highlighting outreach programs and retreats.
- Identification:** USDA\_2009\_011; USDA\_2011\_009; USDA\_2012\_001
- Language:** English
- Repository:** [University of San Diego, Archives and Special Collections](#)  
Copley Library  
5998 Alcalá Park  
San Diego, CA 92110  
Telephone: 619-260-2730  
[spcoll@sandiego.edu](mailto:spcoll@sandiego.edu)
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### Historical Note

University Ministry, known as Campus Ministry until 1994, became a formalized department at the University of San Diego in the early 1970s. Prior to that time, two Chaplains served the College for Men, College for Women, and School of Law. Though not given the formal title of 'Campus

Ministry,' ministry was integral to student life. The College for Women had counselors who served each class by planning events and advising students on a variety of issues. Students were also required to attend First Friday Mass and an Annual Spiritual Retreat.

Campus Ministry became more formalized in the 1960s/1970s with efforts from organizations such as the National Catholic Educational Association Commission on Campus Ministry to set guidelines for how universities should approach campus ministry. When the College for Men and College for Women merged, Reverend Benjamin Carrier became the USD Chaplain and a Campus Ministry Committee was formed to support groups and organize programs. Shortly thereafter, Reverend Laurence Dolan was appointed chaplain and first Director of Campus Ministry in the Fall of 1974. Among the goals of Campus Ministry were to "encourage growth in the areas of liturgical initiative, pastoral counselling, coordination of various expressions of religious life and Christian witness to social and moral issues" (Undergraduate Bulletin of the University of San Diego, 1974-1975).

Campus Ministry resided as a unit within Student Affairs until 1993 when it became part of Mission and Ministry. Campus Ministry then changed names to University Ministry in 1994, and the mission of supporting an active Catholic faith community on campus has remained. Each year, University Ministry coordinates liturgical celebrations, organizes faith based programs, offers community service opportunities, and plans retreats.

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## **Scope and Content Note**

The University Ministry records document the founding of the Campus Ministry program and later functions of Campus and University Ministry through correspondence, meeting minutes, memoranda, promotional materials, and reports. Among these records are Reverend Laurence Dolan's proposals to begin the Campus Ministry program as well as documentation of the history of campus ministry at USD. Correspondence, meeting information and news releases document the functions of the Ecumenical Center for World Religions through the 1970s. Brochures, news releases, an array of photograph albums, and a video document the programs and events that University Ministry offered each year. Among these programs are campaigns to raise funds for local and national nonprofits, the 'Spring Breakthrough' program in which students participate in community service activities over Spring Break, summer outreach programs, and retreats. Also included are fund raising and capital campaign materials related to CASE, the Council for Advancement and Support of Education.

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## Arrangement

The University Ministry records are arranged into three series:

[Series I. Administrative Records](#)

[Series II. Financial Records](#)

[Series III. Photographs and Video](#)

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## Restrictions

These records are open for research.

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## Related Material

Campus Ministry Development Reports are available in the University Archives along with University Ministry informational booklets dating 1998-2015.

Photographs have been removed from certain folders for preservation purposes. In each instance, photocopies have been made and remain in the original photograph location.

Two publications, the *Diocese of San Diego Report, 1975-1976* and *Transition Manual Campus Ministry, 1983-1984* have been removed for cataloging with Archives publications.

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## Index Terms

This collection is indexed under the following headings in the online catalog. Researchers desiring materials about related topics, persons, or places should search the catalog using these headings.

National Catholic Educational Association  
University of San Diego  
San Diego (Calif.)  
Catholic universities and colleges.  
chaplains

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## **Administrative Information**

### **Preferred citation**

[Folder Title], Box # Folder #, University Ministry records, Copley Library, University of San Diego, Archives and Special Collections.

### **Processing Information**

This collection was initially processed by Tessie Camina in 2009. Further processing was conducted by Ashley Toutain in 2017.

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## **Detailed Description of the Collection**

### **Series I: Administrative Records, 1956-1993**

Records in this series include Reverend Laurence Dolan's proposals to begin the Campus Ministry program at USD, reports and questionnaires related to the functions of Ministry on campus, fundraising and capital campaign solicitation materials, and information related to the Ecumenical Center for World Religions.

Records in this series are arranged in alphabetical order.

#### **Box Folder**

- |   |   |  |
|---|---|--|
| 1 | 1 | Advent Penance Service, 1977   |
|   | 2 | Advisory Board to the Chaplain Meeting, 1973-1974                                |
|   | 3 | Campus Ecumenical Center for World Religions Information and By-Laws, circa 1974 |
|   | 4 | Campus Ecumenical Center for World Religions Brochures, 1973                     |

- 5 Campus Ecumenical Center for World Religions Correspondence, 1974
- 6 Campus Ecumenical Center for World Religions Executive Committee Meetings, 1973-1974
- 7 Campus Ecumenical Center for World Religions Members List, 1974-1977
- 8 Campus Ecumenical Center for World Religions News Clippings, 1974
- 9 Campus Ecumenical Center for World Religions News Releases, 1972-1974
- 10 Campus Ecumenical Center for World Religions Photographs, circa 1970-1978
- 11 Campus Ministry in the Diocese of San Diego Report, circa 1974-1975
- 12 CASE [Council for Advancement and Support of Education] Correspondence, 1981-1982
- 13 CASE Correspondence, 1985
- 14 CASE District VII Conference, 1981
- 15 CASE District VII Conference, 1982
- 16 Case for the University of San Diego - Draft III, 1986
- 17 Case Philosophy and Mission, 1975
- 18 Case Presentation Outline, 1979-1981
- 19 Case Statement Comments, 1976
- 20 Case Statement Comments, 1977
- 21 Case Statement First Version, circa 1977
- 22 Case Statement, 1977 January 14
- 23 Case Statement, 1977 July 18
- 24-25 Catholic Universities and the Church - Research Materials, 1972-1984
- 26 CUA [Catholic University of America] Campus Ministry Research Material, 1984
- 27 Clergy Evening, 1974
- 28 College for Men Objectives, undated
- 29 Department of Religious Studies Self-evaluation, 1981
- 30 Diocese of San Diego Report, 1975-1976
- 31 Director Dolan Correspondence, 1974-1977
- 32 Director Dolan Memoranda, 1975-1983
- 33 Chancellor Eagen Correspondence, 1982-1986
- 34 Events - Chancellor's Ball, Second Annual, 1963
- 35 Events - Christmas Choral Festival, undated
- 36 Events - Religious of the Sacred Heart - 25 years on Campus, 1974

- 37 Events - Founder's Day Mass, 1996 November 12
- 38 Events - Feasts of All Saints and All Souls, 1995
- 39 Founders Chapel Use Policy, undated
- 40 Founders Chapel and Campus Ministry Historical Documents, 1954-1974
- 41 Invitation/Program, 1974, 1987
- 42 Letters of Concern/Complaints, 1981, 1984
- 43 Liturgical Arts Project, 1977
- 44 Bishop Maher Correspondence, 1975-1987
- 45 Bishop Maher Memoranda, 1975-1983
- 46 Director McKay, Michael Correspondence, 1986
- 47 Memoranda, Various, 1985, 1996, 1997
- 48 University Chaplain Myhan Correspondence, 1972
- 49 Father John Myhan's Files, 1973-1974
- 50 News Clippings, 1973-1986
- 51 News Releases, 1974
- 52 Oxford Committee for Famine Relief (OXFAM) - Calendar of Events, 1977
- 53 "People to People", 1982-1983
- 54 Planned Events, 1974-1975
- 55 Planned Events, 1978-1979
- 56 USD Policy Recognition of or Service to a Group, 1991
- 57 President Hughes Memorandum, 1975
- 58 President Hughes Report: Facing Current Trends in Higher Education, 1975
- 59 USD Campus Ministry Program Brochures, 1976-1978
- 60 Programming Student Questionnaire, undated
- 61 Report [Academic Year Campus Ministry], 1977-1978
- 62 Report and Plans, circa 1984-1985
- 63 Report on Development [Campus Ministry Questionnaire], 1987-1988
- 64 Research Project, 1985-1986
- 65 Research Report Questionnaire, 1985
- 66 [Second Vatican Council Declarations], 1965 October 28
- 67 Strategic Long Range Planning - Goals of the University - Research Materials, 1984-1987
- 68 Structure, undated
- 69 Administrator Sister Tim Correspondence, 1982
- 70 Transition Manual Campus Ministry, 1983-1984

**Series II: Financial records, 1956-1993**

This series contains material related to University Ministry finances including documents for the Saint Didacus fund, the Founders Chapel Community Sunday collection which is donated to a variety of social service agencies and nonprofit organizations.

Records in this series are arranged in alphabetical order.

**Box Folder**

- 1 71 [Finance Correspondence], 2002-2004
- 72 [Finance Correspondence], 2004-2005
- 73 [El Salvador Encounter Agreements], 2006
- 74 El Salvador Encounter, 2004-2005
- 75 St. Didacus Fund, 2003-2004
- 76 St. Didacus Fund, 2004-2005

**Series III: Photographs and Video, 1956-1993**

This series includes photographs, slides, and videos taken at various University Ministry events. Among the events highlighted throughout these albums are Spring and Fall Breakthroughs, Summer Outreach programs, church services and retreats. Photographs rarely include identification.

Albums are arranged chronologically within each box.

**Box Folder**

- 2 1 "We are One God" video, 1996
- 2 Spring Breakthrough album, 2000
- 3 Fall Breakthrough Retreat album, 2000
- 4 Spring Break - Tijuana album, 2001
- 5 Spring Breakthrough Teco album, 2002
- 6 Spring Breakthrough Teco/Casa album, 2002
- 7 Spring Breakthrough Tijuana / Casa Del Migrante album, 2003

**Box Folder**

- 3 1 Summer Outreach Mexico album, 1997
- 2 Baja album, 1998
- 3 TJSB [Tijuana Spring Breakthrough] Casa del Migrante album, 1999
- 4 All Faith Service album, 2004 Spring
- 5 Mission Outreach Casa album, 1998
- 6 TJSB [Tijuana Spring Breakthrough] Baja album, undated

**Box Folder**

- 4 1 Retreats and Events album, 1996-2000
- 2 Retreats album, 1996, 1999-2000
- 3 Living on a Prayer album, 1997
- 4 20/30 Something Retreat album, 2003



- 5 University Ministry Staff and Events Including Office Renovation album, circa 1998

**Box Folder**

- 5 1 Various Events album, circa 1990
- 2 Various Events including Pre 'O' Retreat, Staff Picnic, and Senior Retreat album, 1995-1997
- 3 City of God Retreat album, 1996 April
- 4 Guadalajara Summer Session Orphanage Visits album, 1998
- 5 "Real World" University Ministry RLO album, 1998-1999
- 6 Latino Retreat album, 1999
- 7 Latino Retreat album, 1999
- 8 Liturgical Ministry Retreat album, 1999
- 9 Service Projects in Guadalajara album, 1999
- 10 City of God Retreat album, November 1999
- 11 Church Service photographs album, undated
- 12 20/30 Something Retreat album, 2000 January
- 13 Latino Retreat album, 2000
- 14 Wedding and Baby Showers album, circa 2000-2001
- 15 Latino Retreat album, 2001 Spring
- 16 Tijuana Spring Breakthrough album, 2003

**Box**

- 6 University Ministry Miscellaneous, 1982, 1996-2005  
[Box includes assorted photographs, slides, and videos documenting retreats, Tijuana Spring Breakthroughs, events and individuals. The majority of the material dates between 1996 and 2005.]

**Box Folder**

- 7 1 Hogar de Acianos [Nursing Home Service Trip] album, undated
- 2 Tijuana Fall Breakthrough album, undated
- 3 Various Events album, undated
- 4 Retreat album, undated