



**BOARD OF TRUSTEES  
CAMPUS LIFE COMMITTEE**

**OPEN SESSION  
REPORT SUMMARY**

**Date of Meeting:** January 14, 2025

**Date of Next Meeting:** April 18, 2025

**Committee Chair:** Nick Abrams '99

**Committee Members:** Board Chair John Bell '95, Peter Bruns, Hudson Christensen '25, Peg Duchesne '77, Katharine Fritz'04, Talib Horne '93, President Tuajuanda Jordan, Jesse Price '92

**Staff Members:** Jerri Howland

**Staff Liaison:** Melissa Golowski

**Faculty Liaison:** Kristina Howansky

**Dashboard Metrics**

None

**Executive Summary**

**Information Items:**

Vice President for Student Affairs

Vice President Jerri Howland will report on student's well-being in the fall 2024 semester.

Student Trustee Report

Student Trustee Hudson Christensen will give a summary of his Board Report.

**Discussion Items:** N/A



**BOARD OF TRUSTEES  
CAMPUS LIFE COMMITTEE  
JANUARY 14, 2025**

**OPEN SESSION  
AGENDA**

- I. DISCUSSION ITEMS**
  - A. Campus Shuttle – River Runner
  - B. Student Well-Being Services
  - C. Student Trustee in Training Process
  - D. Student Trustee Report
- II. ACTION ITEMS**
  - N/A
- III. INFORMATION ITEMS**
  - A. Approved minutes from September 12, 2024
  - B. Student Trustee in Training Timeline and Process

**BOARD OF TRUSTEES  
CAMPUS LIFE COMMITTEE  
JANUARY 14, 2025**

**VICE PRESIDENT FOR STUDENT AFFAIRS REPORT**

**Executive Summary**

The fall semester began with Counseling Services relocating to Margaret Brent Hall; they were previously housed in Ethel Chance Hall. The move was the result of expanding health and counseling services to meet student's needs on campus. With more staff hired in both counseling and health, the previous Wellness Center location was not able to hold both units. Throughout campus, the community members were expressing feelings of anxiety, uncertainty and fear around the upcoming presidential election. As a result, the Campus Conversations series theme in the fall was Election 2024 (Addendum #1). Discussions were galvanized around issues of voting, the impact of the Israel/Gaza war, immigration, diversity, reproductive rights and supporting marginalized populations, especially the LGBTQ population. Students participated in registering their peers to vote in collaboration with the Center for the Study of Democracy and Office of Community Outreach and Engagement (OCOE). The Center for Career and Professional Development (CCPD) hosted another successful Career Week (Addendum #2) and fair. For the second year Student Affairs partnered with Academic Affairs on planning LiveWell (Addendum #3), a day of wellness for the entire campus. In response to the increased anxiety on campus, many units increased their outreach efforts. Health Services implemented informal sessions in the residence halls promoting physical health, and the newly created OCOE created an outlet and renewed energy on volunteering and community service.

**Counseling Services**

Counseling Services relocated to Margaret Brent Hall, conveniently located beside the Campus Center. The new location provides more visibility and access for students. With the expansion of office space, Counseling Services has added services to include: two telehealth rooms, a meditation room, a large group room, peer health educator planning space, intern offices and more counselor offices. Counseling Services continued to offer individual and group counseling, workshops, consultation, case management services, psychiatric medication management, and the Peer Health Educator program. This fall students utilized the new telehealth rooms for 49 virtual sessions with their external providers and the meditation/de-stress room 18 times. Further, Counseling Services saw a 35% increase in walk-ins over last fall. Other notable increases compared to fall 2023 were in new assessments/intakes which increased by 10 (111), and individual therapy appointments which increased by 12 (219).

**Health Services**

Health Services expanded into the empty spaces in Ethel Chance Hall vacated by Counseling Services. Health Services saw a growth in utilization of their services, resulting in some growing pains, with a 47% increase.

### Health Services Utilization

	FALL 2023	FALL 2024	
Medical appointments	594	876	47% increase in demand
CLIA waived in-house testing	340	202	
LabCorp testing	310	412	
Flu vaccination	250	250	
Other vaccinations	12	2	
OTC Self-care	301	327	
Radiology	7	11	
Total points of clinical contact w/students	1,814	2,080	

Current Health Services staffing includes Director (backup Registered Nurse (RN)); Assistant Director (RN); one 10-month Nurse Practitioner; one 10-month Certified Nursing Assistant (CNA); and an Office Associate II. In addition, Health Services welcomed Nicole Davies, a Doctoral Nurse Practitioner (NP) student from the University of Maryland School of Nursing this Fall. Nicole is being advised by Mary Wince, our resident NP on campus.

Services provided by Health Services now include nurse case management (coordinating specialty care off-campus and obtaining referrals and insurance preauthorization for other services); reproductive health care services (these services align with House Bill 477 which requires public senior higher education institutions to provide reproductive healthcare on campus and appropriate referrals); on-site diagnostic testing (such as EKGs, rapid lab results, and procedures such as breathing treatments and IV infusions, lab services, Narcan (overdose medication); and safe medication disposal and needle box exchange program to the full campus.

New outreach efforts include the “Ask-A-Nurse” Walking Rounds program and the Caring Corner and Free Little Library program. The “Ask-A-Nurse” connects and educates students on the scope of services offered by Health Services. Amber Verbic, RN, Assistant Director, and Mary Wince, NP began meeting with students weekly this Fall in the residence halls for Q&A sessions, flu shots, and to provide education on relevant healthcare topics. About 150 students have rotated through the “Ask-a-Nurse” walking rounds. The “Caring Corner” is a signature program of Health Services maintained by Amber Verbic. The “Caring Corner” continues to fill the gaps in resources for underserved students without financial means to afford personal care items. This program services many students’ weekdays from 8:00 a.m. – 5:00 p.m. throughout the calendar year. Menstrual products, toothpaste, soap, shampoo, socks, nail clippers, and many other items that promote self-care and confidence are available to students without an appointment while supplies last.

In addition to these outreach efforts Health Services hosted a food and coat drive and blood drive. To mitigate the effects of food insecurity on campus, Health Services supported *Solomon’s Shoppe* this Fall with their food drive. *The Mission*, an organization serving homeless and low-income citizens of Southern Maryland, was also the recipient of coat drive donations collected in the clinic. The SMCM community had a successful Red Cross Blood Drive in October, and 56%

were first-time donors. Over the last 5 years, SMCM has held 31 blood drives, donated 1,204 units of blood, collected 39 average units of blood per drive for a total of 1,518 donors.

### **Community Outreach and Engagement (OCOE)**

OCOE's mission is to enrich campus and community life by advancing meaningful, mutually beneficial partnerships that support community-based learning and contribute to building a more equitable, thriving and resilient Southern Maryland. To support its mission, OCOE developed a Community Engagement Council (CEC) composed of SMCM faculty and staff, students, and community members. Community members represent varied sectors of the community with experience and knowledge in their areas of interest.

OCOE has been productive working with our students this past fall on community engagement activities, such as helping remodel the Patuxent Habitat for Humanity Restore; supporting students who are volunteering at the Building Bridges after-school program; working with the Sustainability Club to create new trails at local parks with the Patuxent Tidewater Land Trust; at Kate Farm with Professor Barry Muchnick; driving students and community to sites for Early Voting; and a service project for Hunger & Homeless Awareness Week this past November. This spring OCOE is hosting community service projects for MLK day; working with Parisa Rinaldi, Assistant Professor in Environmental Studies, to develop a new community-based learning course; and coordinating the Bay-to-Bay Service Days, which supports alumni serving their local communities in group projects.

Up next, this spring Student Affairs is creating a restorative justice model for students to complement our student conduct process. Restorative Justice (RJ) is a process where “all the stakeholders affected by an injustice have an opportunity to discuss how they have been affected by an injustice” and “decide what should be done to repair the harm.” In RJ processes, offenders must take responsibility for their actions and try to repair the harm they've done.

## Addendum #1



Addendum #2



Fall 2024

# CAREER WEEK & FAIR

**Mon 10/21** BOOO-st Your Resume *Learning Commons • 11:30am-1pm*

**Tue 10/22** Hot Ones: CCPD Edition *Dodge PAC Lobby • 4-5pm*

**Wed 10/23** Making Connections Through Community Service *DPC • 11:30am-12:30pm*

**Fri 10/25** JCPenney Suit Up! *JCPenney @ Wildewood Shopping Center • 4-7pm*  
Shuttle available from DPC

**Tue 10/29** Career & Internship Fair *ARC Rec Courts • 10am-2pm*

ST MARY'S  
COLLEGE of MARYLAND

CENTER for CAREER &  
PROFESSIONAL DEVELOPMENT



## CAREER & INTERNSHIP FAIR

Tuesday, October 29th  
ARC Rec Courts • 10am-2pm

Register in  
Handshake:





## Addendum #3



**BOARD OF TRUSTEES  
STUDENT TRUSTEE REPORT  
JANUARY 14, 2025**

When the fall 2024 semester officially closed, students left the campus to relax and enjoy the holiday winter break after a grueling finals week. The semester was full of ups and downs as new freshmen settled in and laid down roots as they explored the countless clubs and student groups this campus offers. Among the new clubs recognized is Morgan's Message, Model UN, and Service Club. Students also saw a huge uptick in campus activities, with different groups offering events to help students "de-stress." All were well received by students if they knew they were happening. This runs into the common issue of advertising events so that more students can be aware of them. One of the most successful ways to get around this is by hosting events in high foot-traffic areas. Different performance clubs have sat in the campus center to advertise and allow students to reserve tickets for shows later in the semester. One of the largest and most beneficial events is the club fair hosted by SGA, which allows students to explore clubs they may have never seen except on a flyer. I look forward to continuing to report all the exciting new events, clubs, and student-led programs that make this college unique and a home to countless groups of students.

**Anthology**

I'm certain I am not the first and certainly not the last to discuss this topic – but the switch to Anthology, while necessary and long overdue, created a confusing and complicated time for students on nearly every front. Change is difficult, and in the case of Anthology, it will help the college and its students in the long run. However, with the expedited course selection date, schedules were rushed, advisors' schedules were compressed, and every student needed to be cleared. For some students who knew what they wanted to take, it made little to no change besides figuring out how exactly to select courses. However, for first- and second-year students who are still picking majors or do not understand what they need to take to complete their major, their timeline was greatly pushed forward.

Moving past course selection, the Anthology site has been challenging some students cannot access their tuition bills, receive incorrect spring semester schedules, and have difficulty accessing transcripts or previous grades. All this combined has created confusion for students in handling their administrative operations. I think I speak for the students in suggesting that we could use a little more help in making this transition.

**Moving Forward**

This year, we are approaching the application window for the new Student Trustee in Training, and I am ecstatic to introduce you to some of the amazing leaders and students this college has to offer. I am grateful for the opportunity to serve on this Board and will keep you posted on the student body's continued movements.



**BOARD OF TRUSTEES  
CAMPUS LIFE COMMITTEE**

**OPEN SESSION  
MINUTES**

**Date of Meeting: September 12, 2024**

**Status of Minutes: Draft**

**Campus Life Committee Members Present:** Committee Chair Nicolas Abrams '99, Peter Bruns, Hudson Christensen '25, Staff Liaison Melissa Golowski, Talib Horne '93, President Tuajuanda Jordan, Jesse Price '92,

**Campus Life Committee Members Not Present:** Board Chair John Bell '95, Peg Duchesne '77, Katherine Fritz '04, Faculty Liaison Kristina Howansky

**Staff Members:** Jerri Howland

**Others Present:** Betsy Barreto, Carolyn Curry, Katie Gantz, David Hautanen, Mary Broadwater, Amir Mohammadi, Chuck Steenburg, David Taylor, Gretchen Phillips, Summer LaRocco

**Executive Summary**

Committee Chair Nick Abrams called the meeting to order at 2:00 p.m.

**Discussion Items**

Vice President Report

Vice President Howland shared highlights of her full report with the committee:

Residence Hall lobby upgrades

- Dorchester Hall lobby is complete with new paint, floor, lighting, and furniture.
- Queen Anne Hall lobby and recreation room has received new paint and floors.
- Caroline Hall and Prince George Hall lobbies are slated to receive new paint, lighting and floors-over the winter break.

Public Safety updates

Transition to the new Public Safety hybrid model is complete. The Office of Public Safety (OPS) has a staff of 15: seven PSOs, six SPOs, a dispatcher, an administrator; one PSO position is currently open and being actively recruited. One SPO is on probation pending completion of their on-the-job training and successful completion of the SPO training academy.

Chair Abrams asked Student Trustee Christensen how students were feeling about OPS. Trustee Christensen, shared that at first, students were confused and concerned about armed officers on

campus, but with so much information having been shared with them, they seemed to be more comfortable about it.

Trustee Horne asked for background information on the MOUs with Trinity Church, Historic St. Mary's, and the Sheriff's office. Dr. Howland explained that the current MOUs discuss the services that OPS's unarmed Public Safety Officers perform. As we now have armed officers, the MOUs must be updated to reflect this. The MOUs with Historic and the Sheriff's offices are in process, hopefully completed by the end of the month. The MOU with Trinity is on hold as they are in the process of hiring a new rector.

### Title IX Changes

The Title IX policy underwent major changes to comply with new regulations:

- Mandatory annual training of all employees;
- Expanded scope defining sex-based discrimination;
- Cross examination by advisors no longer allowed;
- Formal written complaints no longer required; and
- An oral or written request can be considered a request for the college to investigate.

With the new changes, there could be a substantial increase in reports. Trustee Abrams inquired if we have adequate staff in the event of an increase in reporting. This remains to be seen based on caseload. Education will be key in helping to manage a potential increase in reporting. Not all Title IX reports meet the requirements; educating the campus community on what constitutes a Title IX case and how an investigation works will be key. The full policy can be found in the materials on OnBoard.

### Freedom of Expression Policy

The policy aims to clarify faculty, staff and students' rights and ensures that external guests adhere to our guidelines. Currently, portions of the policy are housed in different campus policies. This policy is still in draft form. Dr. Howland will meet with the SGA executive board, Faculty Senate, and Staff Senate to discuss and receive feedback from each group. Policies at different state institutions have been looked at to ensure that we are in alignment with them.

Dr. Howland's full report can be found in the materials on OnBoard.

Trustee Abrams asked how the shuttle service was progressing. Over the summer, Facilities been worked on hiring drivers for the bus. Student Affairs is working to identify the shuttle-routes from Lexington Park to Leonardtown and back to campus three days per week. Further, weekend shuttle trips would run twice a month with shuttle drop-off points in D.C. and Baltimore. The shuttle would leave campus Friday afternoon and return Sunday afternoon for pick up and return to the campus. SGA is currently running a contest for students to name the shuttle.

### **Action Items**

#### Action Item II.A. Endorsement of the 2024 Performance Accountability Report

The Campus Life Committee recommends that the Board approve the 2024 Performance Accountability Report for submission to the Maryland Higher Education Commission. Trustee

Horne made the motion to approve the endorsement, which was seconded by Student Trustee Christensen. The motion passed unanimously.

Action Item II.B. Approval of the Title IX Policy

The Campus Life Committee recommends that the Board approve the 2024 Title IX Policy, which has been updated to comply with federal and state laws. Trustee Bruns made the motion to approve the updated policy, which was seconded by Trustee Horne. The motion passed unanimously.

Trustee Abrams asked for a motion to adjourn this meeting of the Campus Life Committee. Trustee Horne made the motion, which Trustee Price seconded. The motion passed unanimously.

The meeting adjourned at 2:57 p.m.

# ST MARY'S

## COLLEGE *of* MARYLAND

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*The National Public Honors College*

**ST. MARY'S COLLEGE OF MARYLAND STUDENT TRUSTEE**

**Application Packet**

## STUDENT TRUSTEE

### POSITION DESCRIPTION

The St. Mary's College of Maryland Student Trustee's primary role is to bring the student perspective to the College's Board of Trustees. The Student Trustee has the responsibility to stand with the Board of Trustees, the College, its President, and to demonstrate that support within the community.

Recognizing that there are decisions that involve inherent tensions between the role of student and board member (such as tenure and personnel), the Student Trustee will be excused from executive sessions and certain discussions. Notwithstanding voting during executive sessions and certain discussions, the Student Trustee will have a formal vote at the same level of fiduciary liability as other voting board members.

The Student Trustee will engage the student body in communication so that the entire student body views, across all majors and class years, can be articulated to the Board of Trustees. Further, the Student Trustee is responsible for reporting to the student body on the activities of the Board as appropriate considering considerations of confidentiality.

### **Responsibilities**

Duties of the position include attendance at all Board meetings (regularly scheduled meetings in October, February, May, and other meetings as necessary. Additionally, the Student Trustee serves as a representative of the College at various functions. The Student Trustee is responsible for understanding the purpose of St. Mary's College of Maryland, strategic planning goals, and vision for the future. The individual appointed must be able to display the ability to serve the Board of Trustees in addressing issues from a larger-scale perspective as well as the student perspective. One perspective is representing students currently enrolled as their voice to the board. The other perspective is the responsibilities of the Student Trustee as a full member of the Board, which is deliberate for the good of the Board of Trustees. The Student Trustee is held to the same high standards of trusteeship, including participation and preparation for all Board meetings.

## Requirements

The Student Trustee begins their two-year term as the Student Trustee in Training. Candidates for the Student Trustee in Training must be rising third-year students in good academic standing, who have demonstrated exceptional leadership among their peers in service to the College and the community. The Student Trustee in Training is expected to shadow the Student Trustee at all Board meetings.

The Student Trustee will:

- Attend an orientation to the Board of Trustees sponsored by the Chair of the Board and the President.
- Present a positive image of the Board and the College to the student body and within the broader community.
- Refer any questions regarding the College's operations to the President or designee.
- Sustain working knowledge of the Board's governance concepts, policies, and operations.
- Maintain awareness of current Board issues and read all Board materials in advance of meetings.
- Fulfill the responsibilities and adhere to the ethical code of conduct required by all Trustees.
- In addition to regular meetings with the Vice President for Student Affairs, meet with the President quarterly.
- Partner with peers on the Board of Trustees and the College as needed as a representative of St. Mary's College of Maryland with key stakeholders. This may involve speaking with prospective students, meeting with donors, communicating with legislators and other elected officials, attending College events, and more.
- Mentor and prepare the Student Trustee in Training, meeting monthly.
- Seek out and encourage talented students to apply for the position of the Student Trustee in Training.
- Assist the College in identifying opportunities for Board engagement with students, to include sharing needs surrounding personal and professional development.
- Be an ambassador and advocate of the College at external leadership opportunities, which may include conferences or other events.
- Embody the highest principles of the St. Mary's Way.



## Student Trustee In Training Application

**Online Submission on Application** - or email the following to  
**studentaffairs@smcm.edu**

Full Name: \_\_\_\_\_

Student ID Number: \_\_\_\_\_

Major(s): \_\_\_\_\_

Minor(s): \_\_\_\_\_

Graduation Year: \_\_\_\_\_

Cumulative GPA: \_\_\_\_\_

### Required Materials

1. **Cover Letter:** Please submit a cover letter expressing your interest in the student trustee position, highlighting the skills and experiences that make you a strong candidate, and describing your vision for representing the student body on the SMCM Board of Trustees. As part of your cover letter please answer the below questions. Your cover letter should not exceed 3 pages.
  - 1a. What is the role of the Board of Trustees of St. Mary's College of Maryland?
  - 1b. Considering the role of the Board of Trustees, what should the role of the Student Trustee be?
  - 1c. The Student Trustee is a liaison for the entire student body to the Board of Trustees. What steps will you take to ensure that all students have an opportunity to have their voices heard.
2. The Board of Trustees plays a vital role in the college's long-term planning and vision. Discuss an area where you see potential for growth or development within the college community and outline your ideas to support that vision as a student representative.
2. **Resume:** A current resume outlining your academic achievements, leadership positions held, extracurricular activities, community involvement, and any relevant work experience.
3. **Letters of Recommendation (2):** Letters from faculty members, academic advisors, or community leaders who can speak to your character, leadership potential, and commitment to the college community. At least one letter should be from someone within the St. Mary's community. **Please instruct recommenders to email the letter of recommendation to studentaffairs@smcm.edu**