STUDENT AFFAIRS DIVISION

2004–2005

ACCOMPLISHMENTS AND GOALS
BECKY EMERY
CAREER SERVICES

Highlights

• **Opportunities Abound** for our students. Almost 600 targeted notices went to seniors announcing job postings, 343 internships announcements were sent to juniors. These alerts, emailed to students, were then posted on our web site along with all on-campus student jobs and off-campus seasonal and part-time employment opportunities. Most of these opportunity alerts were provided by the 1200 employers listed in our E-recruiting database, where SU students published 988 resumes for employers to view.

• All 3 **job fairs** were filled to capacity this academic year with over 70 employers doing further interviewing on-campus as well as hosting information sessions. In their evaluations of the Job Fairs, 9 out of 10 rated it “excellent”.

• **One-on-one career sessions** continue with 1384 students having an individual consultation (Average time; 45-60 minutes.). This year, as a new initiative, senior Liberal Arts students whom had not received services from the career office were scheduled for a senior appointment and thus increased our appointments by about 8%. Referrals to Career Services come most often from self and faculty. Several online career development programs that we provide augment these services: Learning Express (147 students utilized), Focus (131), and Vault.

• **Career presentations** and given somewhere on campus every day. Mostly these presentations are given in classes. Without the strong support of faculty this could not be possible.

• **Services to alumni** were expanded. A special website for alums was created to list job opportunities requiring more experience. This ability to list jobs for our alums was advertised to employers, whom embraced the idea. Alums were notified via email and the Alumni Newsletter of this new resource. Additionally, they were invited to sign-up for WIN, our alumni database that assist current students with their career pursuits. As a result of this semester-long initiative, 79 alums have received individual career counseling, 140 jobs have been posted, and an increase in WIN participants has been realized. Finally, an extensive effort was made to identify alumni employers within E-recruiting; 58 alumni were so identified.

• **Employer outreach** activities included developing a questionnaire to determine if employers would be involved in additional recruitment-enhancing activities such as conducing information sessions, arranging facility tours and serving as a guest
speaker. Of the 819 employers polled, 32% responded and almost ¾ of those expressed a desire to engage in those helpful activities. Additionally, sponsorship for our Job Fairs was up.

2005-2006 Goals

- **Expand Job Fair offerings** to four to include an specialized job fair for Health Care Professionals. In addition we will have special events leading up to the Job Fairs which include employers information sessions and employer panels as well as related educational workshops.

- **Establish an electronic credential file system** that will be up and running by the end of the next academic year. There will be an intense advertising campaign to expand the utilization of such a file beyond the education students.

- **Increase and promote volunteer opportunities** as a career development tool through actively supervising and the ShoreCan Center, interacting with various community agencies through Wicomico County Social Service Agency consortium and the economic development groups.

- **Initiate junior career appointments**. From our earlier experience with senior appointments, we determined that it would be better to met with students earlier in their college career, so as to allow time to implement career enhancing strategies. We will focus on liberal arts and/or science students for such appointments as all education and business students are assisted in their career development via classes.

- **Visit department** and schools via their regularly scheduled meetings to hear their needs and suggestions and to explain/promote career services for their students.

- **Expand our relationship with part-time/summer employers**, particularly in Ocean City.
Highlights

• A total of 2,359 students, faculty and staff (711 females, 1648 males) participated in at least one intramural event during the school year. 47 students were employed as Intramural Supervisors, Officials and Trainers. Intramural Flag Football and Basketball were sponsored by American College Marketing.

• A total of 487 students, faculty and staff participated in at least one sport club event during the school year. Men’s Rugby won the Potomac Rugby Union Tournament and advanced to the National Tournament. Men’s & Women’s Ultimate Frisbee hosted the “Atlantis” tournament with over 60 schools from across the country. Men’s Ice Hockey, Men’s Lacrosse, Women’s Rugby and Men’s Volleyball all qualified for their respective league playoffs.

• Purchased 14 new Spin bikes, 1 treadmill and 2 elliptical machines for the Fitness room.

• A total of 4,414 students, faculty and staff used the pool for fitness and recreational purposes. 12 students were employed as lifeguards.

2005-06 Goals

• Develop and distribute the 3rd annual Campus Recreation calendar containing information for intramurals, sport clubs, recreation facilities, aquatics, indoor tennis center, climbing walls and aerobics.

• Add Disc Golf Tournament to the Intramural schedule.

• Install cardio-theatre in fitness room.

• Send teams to the American Collegiate Intramural Championships (flag football, basketball).

• Increase the level of student staff training using the “FISH” philosophy. Require all student employees to be CPR certified. Implement a mentoring program for new employees. Schedule regular staff meetings.
Increase security and safety within Maggs. Provide regular and scheduled maintenance for Strength and Fitness rooms by certified technicians. Enforce Gull card usage for access to Maggs. Increase communication between P.E., Athletics and Campus recreation with regards to facility issues. Implement safety procedures after approved by campus Safety Manager.
DAVE GUTOSKEY
HOUSING AND RESIDENCE LIFE

Highlights

• Partnered with Education, Honors and Academic Advising to create, market and implement three Living Learning Communities for the fall of 2005.

• Designed and implemented a new online Housing registration and assignment system. Contracted with Beacon Technologies to design a student friendly system.

• Created a men’s organization which will focus energies on promoting positive non-violent relationships between male and female students.

• This was the pilot year for the LEAD Scholars program; a program designed to help high school leaders transition into college leaders. These students have completed two LWS, attended training session on public speaking, team-builders, ethical decision making, communication, and much more. They have coordinated an adopt-a-family program for the holiday, participated in The Big Event and Relay for Life, performed numerous hours of community service through a beach clean-up, habitat for humanity, working with an assisted living home, and working with St. Joseph's house. They are also now taking the skills they have learned over the past year and are assuming leadership roles on campus in RHA, SOAP, Housing & Residence Life, Athletics, and other student organizations. Their achievements are many and this is just their first year here, imagine what they can accomplish over the next three years.

2005-2006 Goals

• Market new men’s organization against violence in relationships and establish a strong founding membership. Complete application to become a recognized student organization in order to fund residence hall programs. Explore national grants as additional funding sources.

• Develop a memorandum of understanding with Beacon Technologies designed to recuperate initial investment and provide additional revenues intended to be a funding source for future building renovations.

• Resurrect comprehensive housing renovation plan.
Highlights

- Finished 11th (among 430 Division III institutions) in final NACDA Director’s Cup ranking for intercollegiate athletics. This places the program in the top 3% nationally and is our highest ever ranking.

- Field hockey and men’s lacrosse teams won their respective NCAA Division III national championships. The following teams finished in their national championship as follows: softball (2nd); women’s lacrosse (2nd); men’s soccer (3rd); baseball (25th); football (17th); men’s track and field (63rd).

- We hosted the NCAA tournaments in the following sports: men’s soccer, field hockey, softball, baseball, men’s and women’s lacrosse.

- Combined winning percentage of 72% by all varsity teams.

- 247 of 472 student-athletes (52%) earned Athletics Honor Roll (semester GPA of 3.0 or higher) during the school year.

2005-2006 Goals

- Student-athletes academic performance should meet or exceed the level of the rest of the student body. In addition, the graduation and retention rates of student-athletes should meet or exceed the SU student body.

- Complete NCAA five-year self study.

- Produce student-athletes that exemplify good sportsmanship, integrity, respect for others, ability for commitment and dedication to goals, and the ability to work as a valued member of a team. In addition, provide and maintain an environment that ensures and promotes the highest level of health, safety, and welfare for our student-athletes.

- Win as many conference championships as possible, including the winning of the Capital Athletic Conference all-sports trophy.

- Maintain a combined winning percentage for all varsity teams that meets or exceeds 65%. 
Highlights

- The Comprehensive Academic Success Program is the retention model for multiethnic students. Sixty new freshmen participated in the Pre-Matriculation phase of the program along with 90 extended family members. Forty students elected to participate in the Early Warning System of the program.

- The Homecoming/Alumni Weekend produced 100 African-American Alumni returning for Homecoming activities which precipitated a fundraising program for the Department sponsored by the Alpha Kappa Alpha Sorority. African-American Alumni have made a commitment to support the work of the department and the University.

- The Alpha Kappa Alpha Sorority donated $1500 to the Minority Faculty and Staff Fund administered through the Office of Multiethnic Student Services.

- Programs to enhance the diversity of the campus are on-going. Black History Month, Multicultural Festival Week, Mosaic Orientation and cooperation with the Fulton School and the Cultural Events committee continue to strengthen the diversity choices on campus.

- The first Islamic Awareness Week was co-sponsored by the Department with the Muslim Students Association. This was an unprecedented event at the University. The Department continues to lend guidance to the executive staff and members of the Muslim Students Association.

- The department has added the Muslim Students Association, African Students Association to the list of organizations that have a diverse emphasis.

- The Peer Mentor Program of the CASP program offered paid stipends to Mentors for the first time.

- The class of 2005 was the first participants of the Pre-Matriculation Program and CASP. Over 80% of those students were retained and are scheduled to graduate in May and December of 2005.

- Established an international student scholarship, in cooperation with International Education Office.
• Continued a transition/completion of all international records in PeopleSoft.
• Created new forms and policies to correspond with the new regulations.
• Continued work with revived International Group.
• Advised a multitude of study abroad students; with at least 30 students being admitted to chosen programs.
• Continued the graduation sash ceremony for study abroad and international students.
• Provided frequent resources to the community regarding immigration regulations and occasional language resources.
• Conducted ODK initiation.
• Advised Relay for Life (over $107,000 raised)

2005-2006 Goals
• Continue all successful programs from previous years.
• Begin preliminary investigation of guidelines necessary to add the position of Student Achievement Specialist to the Department.
• Continue to refine the Comprehensive Academic Success Program model into the first year experience for multiethnic students.
• Expand the network of African-American Alumni for the purposes of scholarship and foundation support, in addition to career awareness for undergraduate students.
• Cooperate and collaborate with the Office of Institutional Diversity on campus wide diversity issues.
• Provide international students recruiting guidelines to SU.
• Prepare enhanced orientation program for international students, with cooperation of current students.
• Prepare for spring 2006 Department of Homeland Security recertification visit.
• Continue assurance that all immigration regulations and corresponding SU policies/forms are known to all international students (SU faculty and staff), posted on the website and easily accessible.

• Adapt to using GLACIER (tax compliance program).

• Attempt 2nd International Alumni reception.

• Create Alumni Scholarship fund

• Work on Conversation Partners program
LAWANDA DOCKINS-GORDY
NEW STUDENT EXPERIENCE, GUERRIERI UNIVERSITY CENTER AND EVENT SERVICES

Highlights

- Successfully completed June, July and January registration totaling over 5,000 students and/or family members
- Coordinated over 9,000 events in the University Center
- Developed and implemented a comprehensive Peer Leader Training Program
- Presented a complete reconfiguration, design and renovations of Gulls Nest and Conversation Lounge (Phase 1)
- Successfully lead campus in a 3 Day Preload Orientation program to meet the needs of freshman
- Successfully relocated the Event Services Department office facilities
- Expanded and upgraded NSE website
- Successfully spearheaded and coordinated the January Faculty Development Workshop titled: “Academic Excellence: The Role of Faculty in First-Year Student Success” that resulted in the establishment of several key initiatives:
  - Freshman Reader Program
  - Partnering to Improve the First Year of College Task Force
  - Expansion of the summer experience program to January
  - Exploration of a Pre-load Program for January entering students
  - Successfully redesigned Flyer Office and Evergreen Offices

2005-2006 Goals

- Redesign current Reading Lounge into Spirituality Center
- Explore opening Video Store in GUC with Student Government Association
• Successfully chair First Year of College Task Force
• Establish experiential programs for January entering students
• Complete $400,000 renovation project in Conversation lounge
• Redesign and update Student Activities Center
• Assist in conversation of Herb’s Game Room into Herb’s Writing Center
• Explore increasing staff to better meet institutional needs in the following area’s:
  o Office of New Student Experience
  o Event Services
HEATHER HOLMES
STUDENT ACTIVITIES, ORGANIZATIONS AND LEADERSHIP

Highlights

• Survived another year with no professional staff. Managed a facility and two offices by working a split week

• Increased enrollment and attendance at all Leadership activities (i.e. Leadership Workshop Series, Greek Leadership Workshop Series, Leadership Retreat, CUL, and Leadership Conference). Increased faculty involvement in all leadership activities listed above

• Developed a 3 credit Leadership Course and secured support for the course in the Fulton School. Course projected to be offered in spring '06.

• Provided support and event planning for over 100 events to 130 student organizations while being severely understaffed.

• Completed a successful pilot of LEAD Scholars. 18 of 20 freshmen completed the year long leadership living learning program.

• Worked with Student Affairs, Panhellenic and IFC to implement deferred recruitment for fall 2005 and spring 2006.

• Provided support to WSUR as they transitioned to low power FM WXSU.

• Recruited and hired a diverse student programming board.

• Highest attendance at Field Day Concert (2500) in past 5 years. While activities off–campus reflected poorly on the event, the problems and issues on the field were fewer than in past history.

2005-2006 Goals

• Work to maintain high level of quality programs with limited staff

• Continue to challenge and support students and student organizations in the learning process

• Implement and enforce deferred recruitment with fraternities and sororities
• Continue to provide guidance to WXSU as they develop a program plan and work to establish a student run radio station within FCC guidelines

• Upgrade office space and change layout to make it more student friendly in the Student Activities area

• Hire an administrative assistant to replace retiring administrative assistant Rena Zerr

• Provide RSO’s with the knowledge and resources to become more effective and efficient

• Continue to upgrade our websites and work toward a paperless office

• Continue to work with faculty to establish credit bearing internships and coursework for experiences with the Flyer, the Evergreen and WXSU
EDWARD MORRIS
STUDENT COUNSELING SERVICES

Highlights

• Continued offering expanded and creatively presented services to minority and other under-represented students

• Continued meeting the psychological needs of students whose complicated clinical profile threatened their academic progress and success

• Expanded and improved consultation services to parents of (a) incoming students and (b) clinically complicated students

• Despite reduced staff, provided counseling sessions and evaluations to more students than previous year. Predominant issues: difficult college adjustment, relationship difficulties, roommate problems, debilitating anxiety and depression, stress management

2005-2006 Goals

• Continue/further develop outreach activities to at-risk and under-represented student groups

• Continue/further develop clinical and diagnostic skills to meet the growing clinical and increased lethality needs of students

• Develop interactive WEB site (with questionnaires) for SU students seeking counseling
JENNIFER BERKMAN
STUDENT HEALTH SERVICES

Highlights

• Achieved full accreditation by the Accreditation Association for Ambulatory Healthcare
  - Student Health Services has worked for over three years to develop and implement standards of care and operations that meet the requirements to be an accredited ambulatory healthcare facility. This process of self-study and the resulting changes in operations, procedures, documentation, credentialing, quality improvement and assessment activities culminated in receiving a full three year accreditation from AAAHC, the highest awarded by this national agency. Only two other university health centers in the state of Maryland are accredited. SHS staff worked this year to examine, respond to, and implement a variety of recommendations related to the accreditation survey report.

• Expanded and further developed networking with academic departments, supporting the mission of the University and furthering health promotion/educational opportunities fostered in Student Health Services
  - Successfully established a working relationship with the new Health Education program director in Physical Education, Health and Human Performance. Utilized peer interns to expand educational offerings within Student Health. Student groups like health education majors re-established a campus Wellness Fair, as well as other outreach programs and services, in conjunction with Student Health Services. This networking effort is a creative solution to institutionalizing the work of the wellness educator position, which has not been regained, and offers students learning opportunities related to their academic majors.

• Provided clinical care and services to a significant portion of campus population. Supplemented SHS budget through patient visit and user fees
  - Provided 9,800 patient visits; collected approximately $26,000 in patient visit and user fees.
  - Provided education and outreach to 7800 students through classroom activities, residence hall programs, campus-wide programming efforts, and new student orientation
  - Provided alcohol and drug education programs to 450 students
Provided educational opportunities for 85 students in clinical rotations, internships, and peer education experiences

Utilized grant funding and relationships with community agencies to support wellness efforts not funded institutionally

- Re-generated working relationships with the Wicomico County Health Dept, American Cancer Society, State of Maryland Health Center Director’s Group and American College Health Association to identify ways to study and implement tobacco cessation and prevention programs, alcohol and other drug education efforts, women’s wellness programs and services, and examination of immunization, clinical and insurance standards for college aged students. Secured $7,000 in grant funding to support tobacco program efforts. Peer interns surveyed the campus population, conducted focus groups, organized petition efforts, developed educational materials and made recommendations to the administration regarding tobacco policies on campus.

Developed annual Student Health Services Satisfaction/Needs Survey and implemented other assessment plan components

- The Quality Assurance Council within SHS developed and piloted a satisfaction/needs survey tool to be used annually to collect longitudinal data from students. This effort replaces one-time surveys that have less comparative value for planning and resource allocation decisions. In addition, three clinical studies, including a benchmarking study with other USM schools were conducted, along with a cost of care study and telephone usage study. This information will be used to plan for operational needs and allocate resources to provide identified services to students.

Provided support to the University and Student Affairs Division by providing leadership and participating in important administrative and governance activities

- Staff member participated in search committee for counseling center position

- Staff member provided leadership as chair for VPSA position

- All staff regularly participated in University Forum and staff senate activities

- Staff provided membership on committees such as the University Safety Committee, Emergency Preparedness Team, Wellness Council, New Student Orientation Leadership Team, Workgroup to Study Communication and Coordination of New Student Needs, and others
2005 – 2006 Goals

- Examine patient visit fee and fee schedules, as well as a possible student health fee by working with student groups and administration to insure adequate services are provided to meet student needs, and how funding for health services can be organized for the long-term needs of the operation and students.

- Evaluate personnel and the use of medical assistants and other health professionals, as well as the use of administrative personnel, to insure that operations are meeting student needs.

- Examine the use of peer educators and other human resources for providing institutionalized wellness programs.

- Continue to examine accreditation recommendations and implement changes as determined.

- Assist in the transition to a new central administration in the Student Affairs Division and communicate effectively about Student Health Services.
CAROL WILLIAMSON
VICE PRESIDENT OF STUDENT AFFAIRS

Highlights

- Advocated for staffing needs, organizational modifications, salary adjustments and staffing transitions for the Student Affairs Division

- Supported a renewed academic emphasis to new student orientation through changes to Fall Convocation, faculty development January workshop topics, Welcome Week and other pre-seminar activities

- Enhanced diversity initiatives by providing support for staff and student educational development through NCBI and NCORE program participation

- Continued problem-solving with Neighborhood Compact, Town-Gown Council, Mayor’s Roundtable and Student Government Association

- Completed reorganization, staffing, program emphasis and budgeting for Housing/Residence Life department

- Championed student financial support for Writing Center; facilitated first phase development of a Spirituality Center

- Announced plans to retire on 6/30/05
JOHN FIELDS
ASSISTANT VICE PRESIDENT OF STUDENT AFFAIRS

Highlights

• Continued to be available to students throughout the year

• Assisted in the transition of WSUR to our new student-run low power FM radio station - WXSU

• Continued to assist with the Comprehensive Academic Success Program (CASP)

• Continued to provide leadership for areas of responsibility
BARRY M. KING
ASSISTANT VICE PRESIDENT OF STUDENT AFFAIRS

Highlights

- Provided leadership for Housing and Residence Life as Interim Director
- Provided assistance to students and their families to facilitate resolution of problems
- Conducted “Neighborhood Roundtables” for W. College Avenue and Somerset Avenue neighborhoods resulting in decrease in complaints; mediated tenant-neighbor dispute on Loblolly Avenue
- Represented VPSA Office in Academic Policies Committee; primary author of modified grievance procedures; managed student grievances
- Collaborated with VPSA staff in developing a sound but unaccepted transition plan for the office