

MARY A. BOWEN

Attorney & Civil Mediator

July 20, 2026

Carrie Sharlow
State Bar of Michigan
306 Townsend Street
Lansing, MI 48933

Dear Ms. Sharlow:

Please accept this as my letter of interest for nomination for Clerk of the Representative Assembly. I believe I possess the requisite leadership experience, commitment, and dedication to serve in this role. Currently, I am the Vice President of the Ingham County Bar Association. As a board member, I have served on the Membership Committee, Awards Committee, Public Education and Outreach Committee, and the Bench Bar Committee.

I have been an active member of the Representative Assembly for four years. I currently represent the 6th Circuit, and I am the Rules and Calendar Committee Chair. I have served as chair of this committee since September 2024. I also serve on the State Bar of Michigan Professional Ethics Committee and the State Bar of Michigan Character and Fitness District I Committee.

If elected as Clerk of the Representative Assembly, I will work diligently with my fellow members to fulfill our responsibilities as the policy-making body of the State Bar of Michigan. My resume is enclosed for review.

Please contact me if you have any questions.

Thank you for your consideration.

Sincerely,

Mary A. Bowen

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LEGAL EXPERIENCE

Attorney Grievance Commission, Troy, MI (2022 - present)

Associate Counsel

Investigate and prosecute allegations of attorney misconduct. Prepare memorandums for the Commission regarding the disposition of files. Draft formal complaints, responses to motions to dismiss, and motions to set aside default. Represent the Grievance Administrator in misconduct hearings, sanction hearings, show cause hearings, reinstatement hearings, and appellate proceedings. Conduct reinstatement interviews and sworn statements under oath.

City of Lansing, Lansing, MI (2019 - 2022)

Assistant City Attorney

Prosecuted misdemeanors, fire code, and zoning code violations. Conducted code enforcement show cause hearings and pre-trial conferences. Reviewed police policies and procedures, bid proposals, grants, and contracts involving the municipality. Reviewed and authorized complaints and warrants. Advised the Lansing Police Department, Board of Ethics, Board of Police Commissioners, and the City Council Committee on Public Safety. Conducted legal research, interpreted state statutes and regulations. Drafted motions, briefs, and legal opinions. Handled assigned litigation.

Law Office of M. Alexis Bowen, PLC, Lansing, MI (2018 - 2019)

Attorney

Mediated civil disputes in Ingham County. Served as a court appointed attorney for the 54-B District Court. Counseled clients charged with misdemeanor offenses. Represented clients during pre-trial conferences, sentencing, show cause hearings, and probation violation hearings.

Jefferies & Associates PLLC, East Lansing, MI (2018 - 2018)

Attorney at Law (Temporary)

Provided legal services to ASMSU Student Legal Services. Advised students about a wide variety of legal matters including landlord-tenant law, municipal civil infractions, criminal misdemeanors, collections, and general civil matters. Represented a student in 55th District Court.

MSU College of Law Career Services Office, East Lansing, MI (2015 - 2018)

Assistant Director for Career Development

Provided career advice to current students and alumni. Fostered relationships with judges, law firms, public interest organizations, and local bar associations. Developed professional development programs for students and alumni including Connecting with Lawyers, MentorJet, and Virtual Career Jumpstart.

Law Office of M. Alexis Bowen, PLC, Lansing, MI

(2011 - 2015)

Attorney

Acted as a Resource Attorney for the Michigan Department of Transportation Disadvantaged Business Enterprise (DBE) program. Educated DBE program participants about bidding requirements, contract negotiations, minimizing the risks of litigation, statutory compliance, and contractor and subcontractor obligations through workshops and informal panel discussions. Advised clients seeking assistance with criminal law matters and select civil matters.

Melvin S. McWilliams PC, Lansing, MI

(2009 - 2011)

Associate Attorney

Drafted operating agreements, bylaws, and conflict of interest policies for newly formed LLCs. Represented recent law school graduates required to appear before the State Bar of Michigan Character and Fitness District E Committee. Represented clients in criminal cases. Conducted legal research, drafted complaints, motions, and proposed orders.

Law Office of M. Alexis Bowen, PLC, Lansing/Flint, MI

(2008 - 2009)

Attorney

Served as court appointed counsel for clients facing felony charges such as embezzlement, identity theft, third degree domestic violence, first degree retail fraud, and larceny from a building. Represented clients during all stages of criminal proceedings including arraignment, preliminary examination, pre-trial conferences, trial, sentencing, and probation violations. Interviewed and questioned witnesses prior to trial.

City of Flint Legal Department, Flint, MI

(2007 - 2008)

68th District Court Legal Intern

Prosecuted misdemeanor violations of the City of Flint Code of Ordinances and the Michigan Motor Vehicle Code. Handled pre-trials and arraignments. Answered legal questions about arrest warrants, traffic citations, and criminal proceedings. Evaluated and reviewed arrest warrants for probable cause. Spoke with victims to determine their best course of action and advised them of their rights under the Crime Victim's Rights Act.

Michigan Department of Attorney General-Public Employment Elections Torts Division

Summer Extern

Lansing, MI

(Summer 2006)

Conducted legal research focused on tort liability, governmental immunity, employment law, constitutional law, and veteran affairs. Prepared legal memorandums. Observed depositions, federal hearings, and motions for summary disposition.

EDUCATION

Michigan State University College of Law, Juris Doctor, *Health Law Concentration*

(2008)

University of Michigan-Flint, Bachelor of Arts in Political Science

(2004)

CERTIFICATIONS

Facilitative Civil Mediator (2018)

16- Hour Child Protection Mediation Training (2018)

WORKSHOPS/PRESENTATIONS

Business Law: Torts, Graduate Class Guest Lecturer, Kettering University, October 2013

Legal Liabilities in Health Care, Guest Speaker, (UM-Flint) U-Find Intro to Nursing Program, June 2013

Effectively Managing Your Workforce, Co-presenter, MDOT DBE Conference, March 2013

Effectively Managing Your Contracts, Panelist, MDOT DBE Conference, March 2012

ASSOCIATIONS/BAR ADMISSIONS

- United States Supreme Court
- United States District Court - Western District of Michigan; Eastern District of Michigan
- State Bar of Michigan: ADR Section; Criminal Law Section; Litigation Section
- State Bar of Michigan: Representative Assembly – 6th Circuit, October 2023 – present
 - Rules and Calendar Committee Chair, September 2024 - present
- State Bar of Michigan: Representative Assembly – 30th Circuit, October 2021- November 2022
- State Bar of Michigan, Character & Fitness District I Committee, 2023 – present
 - Rules and Calendar Committee Chair, September 2022
- State Bar of Michigan, Character & Fitness District E Committee, 2020-2022
- State Bar of Michigan, Professional Ethics Committee, 2020 – present
- State Bar of Michigan, Criminal Jurisprudence and Practice Committee, 2012-2014
- Detroit Bar Association
- Black Women Lawyers Association of Michigan
- Women Lawyers Association of Michigan - Mid Michigan Region (WLAM-Mid Michigan)
- Women Lawyers Association of Michigan – Wayne Region
- Davis Dunnings Bar Association
 - Past President – 2019 - 2020; 2010 – 2011
 - Vice President – 2009 – 2010
 - Membership Committee Co-Chair – 2018 - 2019
- Ingham County Bar Association, Board of Directors, July 2019 – present
 - President-Elect, August 2026 – June 2027
 - Public Outreach and Education Committee, Chair - 2025 – 2026
 - Membership Committee, Co-Chair – 2025 - 2026
 - Bench Bar Committee Co-Chair – 2023 – 2024
 - Awards Committee Co-Chair – 2023 – 2024
 - BRIEFS Committee Liaison – 2020 – 2023
- Ingham County Bar Association Young Lawyers Section, Board of Directors, 2018 – 2020
- Ingham County Bar Foundation, Fellow

AWARDS

Michigan Lawyers Weekly - Women in the Law Class of 2020

WLAM-Mid Michigan – Women Lawyer Star - 2020, 2021

COMMUNITY INVOLVEMENT

National Congress of Black Women – Oakland County Chapter (2025 – present)

Zeta Phi Beta Sorority, Incorporated (2017- present)

Sinas Dramis Law Firm: People’s Law School, Moderator (2025)

Aspiring Ladies of Law Muskegon, Attorney Panelist (2024)

Mott Community College: Teen Girls & Moms Empowerment Conference, Panelist (2022)

Jack & Jill Mid-Western Region – Oratorical Competition, Judge (2020)

Michigan Center for Civil Education, Mock Trial Competition, Judge (2020, 2022, 2025)

Dispute Resolution Center, Volunteer Mediator (2018 – 2019)

Ingham County Women’s Commission (2018 – 2019)

Delta Sigma Theta Expungement Clinic, Attorney Volunteer (2018)

Capital Area United Way: Day of Caring, Volunteer (2015)

Lansing Teen Court Program, Honorary Judge (2012-2013)

Eaton County Housing Advisory Committee (2010-2012)