

**MEETING OF THE BOARD OF TRUSTEES
March 17, 2007**

**University of the Virgin Islands
Sports and Fitness Center
St. Thomas Campus
9:00 a.m.**

**DRAFT CONSENT AGENDA
Regular Session**

Committee Reports

Committee on Trustees..... Mr. Alexander Moorhead

**A. Report on the orientation received by new trustees Dr. Aletha Baumann,
Ms. Weena McFarlane, and Dr. Wesley S. Williams, Jr.**

The Committee reviewed a report prepared by Liaison to the Board, Ms Gail Steele, on the orientation provided to new trustees Dr. Aletha Baumann, Ms. Weena McFarlane, and Dr. Wesley S. Williams, Jr. This is the first group of trustees to participate in the formal orientation based on a procedure established by the Committee on Trustees.

No action required.

B. The annual filing by trustees of a disclosure form as required by Section VII of the Conflict of Interest and Disclosure Policy for the Board of Trustees.

The Chair of the Committee noted that most trustees have not been filing a disclosure form each fiscal year as prescribed by Section VII of the Conflict of Interest and Disclosure Policy for the Board of Trustees. To facilitate compliance with the policy, Ms. Gail Steele was asked to forward the necessary form to each trustee each year before the form is due. Trustees will be required to submit completed forms to Ms. Steele.

No action required.

C. Vacancies on the Board of Trustees for trustees appointed by the Governor and confirmed by the Legislature.

The Committee reviewed two remaining governor-appointed vacancies on the Board and discussed possible candidates for the positions for Board recommendation to the Governor. The Committee deferred a decision on a recommendation until its next meeting to allow the Chairman of the Development Committee to identify other possible candidates and to explore if the filling of these vacancies can be used to further the goal of the Capital Campaign.

No action required.

Finance Committee..... Mr. Roy D. Jackson

A. Update on the Local Government Appropriation – Fiscal Year 2007

Act No. 6886 appropriated \$33,700,000 to the University of the Virgin Islands for Fiscal Year 2007. The Office of Management and Budget (OMB) released the first and second quarter allotments totaling \$15,165,000, of which the University has received \$7,582,500 as of February 15, 2007. The amount received represents the allotments requested for October through December 2006.

No action required.

B. Review of Budget to Actual Performance through December 31, 2006

Total actual revenues through the period ending December 31, 2006 was \$11,240,458 representing 89.8% of the budgeted amount of \$12,519,485. Actual expenditures of \$9,772,861 were less than the amount budgeted of \$11,050,076, representing 88.4%. Total actual revenues and total actual expenditures were \$9,736,162 and \$8,038,070, respectively, for the same period last year. Total revenues increased by 15.5% from last year and total expenditures increased by 21.6%.

No action required.

C. Quarterly Grants and Contracts Report for the first quarter ended December 31, 2006

In the first quarter of FY2007, UVI submitted nine proposals totaling \$7,459,127, and was awarded seven grants totaling \$2,078,003. These amounts are significantly higher than in the corresponding quarter of the previous fiscal year, with proposal volume up by 374% and grant award amounts up by 292%.

No action required.

D. Update on Internal Auditor

(Presentation/Discussion)

The Chair of the Search Committee, Mr. Joseph Boschulte, presented an update on the search for the Internal Auditor to the Finance and Budget Committee. He informed the committee that in spite of the three advertisements over the last two years and increasing the salary range, the pool of interested applicants is very small. Mr. Boschulte indicated that the search committee would have a recommendation to the Finance and Budget Committee chair within two weeks of the February 22, 2007 committee meeting.

No action required.

Academic, Research & Student Affairs Committee..... Hon. Audrey L. Thomas

A. Provost's Report

The Provost's Report focused on an up date of activities completed or in progress since the last sub-committee held on October 12, 2006. Highlights from the report included an update on enrollment, update on Academic Affairs Realignment, and a report on the status of the Academic Master Plan and the Access and Enrollment Services Plan.

No action required.

B. Faculty Policy Manual

Dr. Musah presented an update on the progress of The Faculty Policy Manual (FPM) and stated that the committee is moving steadily ahead. He also mentioned that a number of proposals were passed which is being forwarded to the Provost for review. The ARSA Committee acknowledged the information being presented on the progress of the FPM.

No action required.

Planning Committee Dr. Bernard Paiewonsky

A. Discussion of Documents Available to Committees

The Planning Committee discussed the need for accessibility to reports submitted by consultants to the university. Dr. Ragster agreed to provide the committee, prior to the meeting of the Board, with a list of studies completed in the last eighteen months, the reports from these consultants and information on the cost to hire these consultants.

No Action Required.

B. Update on Implementation of VISION 2012

Dr. Haldane Davies presented a report indicating that work is progressing aggressively on all of the objectives outlined in VISION 2012 for 2007 and that they are expected to be completed as planned. He emphasized the importance of measuring the impact of activities on stakeholders and that an expert in the area of institutional effectiveness will be providing UVI with assistance in developing processes and procedures to assess the impact of VISION 2012. The Committee requested preparation of a yearly closeout report as implementation of VISION 2012 occurs. The Committee discussed the need to establish baseline data now, expressed concern about the use of the term "Leap Frog" in reference to professional development and spoke of the need for constituents to agree with changes that are made as a result of implementation of VISION 2012.

No Action Required.

C. Report from the President

Dr. Ragster shared the present organizational chart of the University and Provost Dr. A. I. Musah made a presentation of the status of academic restructuring. He indicated the restructuring did not produce the cost savings that were expected and that the implementation of the compensation plan had an impact on this.

The need to maintain focus on the objectives of realignment of programs was discussed and the President indicated that even as realignment takes place the University must respond to outside issues with respect to compliance that impact the way change and realignment are addressed. There was discussion of the assessment of changes that are being made within the University and the incorporation of findings from these assessments in the realignment. Dr. Ragster agreed to present an informational report on realignment and restructuring planned for the near future to the Committee in advance of the Board's June meeting.

A consultant's report on the University's efforts in responding to the concerns raised by the U. S. Department of Education with respect to compliance with Title IV regulations was presented. Student financial aid involving over \$18M was reviewed by the University because of these concerns. UVI has been recertified to receive Title IV funds until 2009 and progress is being made to remove the University from heightened cash management status. The Committee urged caution in the use of information provided by the consultants and Dr. Ragster indicated that it was common practice to use information from consultants as a resource for decision making, and therefore not all of the information provided by consultants is used nor all of their recommendations followed.

No Action Required.

D. Review of Academic Restructuring

Provost Musah explained the restructuring alignment process with respect to reconfiguring Academic Affairs to respond to new challenges in the fall and the process by which measures of success will be developed and independent assessments made. He stressed that assessments would be done by outside reviewers using objectives provided by UVI and that the assessments would be not only of Academic Affairs but also of other University components after the final structure of Academic Affairs is in place.

No Action Required.

Development Committee..... Dr. Wesley S. Williams, Jr.

A. Status on the Annual Giving Fund

The following update on the 2007 Annual Giving Fund was provided at the February 7, 2007 meeting.

As of February 5, 2007, the three year comparison for gifts was:

	<u>10/01/2006- 02/05/2007</u>	<u>10/01/2005- 02/08/2006</u>	<u>10/01/2004- 02/07/2005</u>
Cash	\$390,119.36	\$426,368.91	\$310,843.55
Other Gifts	1,807.56	924,195.97	5,870.70
Total Gifts	\$391,926.92	\$1,350,564.88	\$316,714.25

The Committee had a discussion on the status of the upcoming capital campaign. It was noted that a campaign consultant is being engaged to provide the following services in support of a capital campaign:

- drafting the case statement
- conducting a feasibility study
- guidance on setting a target amount

Last, there was discussion regarding the need to place a clarifying statement on the annual giving brochure that all gifts must be received during the fiscal year, not calendar year, for an individual to be acknowledged within the appropriate gift circles.

No action required.

Buildings and Grounds Committee.....Attorney Henry C. Smock

A. Status Report on Capital Improvements

Pat O'Donnell and Gerry Buggy gave a comprehensive update on projects completed and on-going on both the St. Croix and St. Thomas Campuses. The report has been inserted in the Board book.

No Action Required

B. Traffic Safety & Control

A discussion concerning traffic safety and control along the public road that intersects the St. Thomas Campus; John D'Orazio indicated that plans had been presented to the Department of Public Works for traffic lights at the Merchant's Market and the main entrance intersections along with installing speed bumps at specific intervals along the roadway. These improvements would control traffic in a safe manner from Merchant's Market to John Brewers Bay Beach. In addition, the Director of Physical Plant, Charles Martin, is exploring off road parking at the east end of the ball field along with the installation of a fence enclosing the ball field.

No action required.

C. Merchant's Market

The University has been continued its discussions with the V.I. Port Authority regarding an agreement for the use of the Merchant Market area at the entrance of the campus. Additional information is being sought regarding the possible need for mitigation on the site and the types of uses that would be feasible.

No action required.