

**MEETING OF THE BOARD OF TRUSTEES  
June 4, 2016**

**UNIVERSITY OF THE VIRGIN ISLANDS  
GREAT HALL, NORTHWEST WING  
ALBERT A SHEEN CAMPUS  
10:00 A.M.**

**ACTION AGENDA  
Regular Session**

1. Call to Order
2. Approval of Minutes March 5, 2016  
Matters arising from the Minutes
3. Old Business
4. New Business
5. Election of Officers

The Governance Committee conducted its annual meeting for nominations as outlined in the Nomination Process adopted by the Board of Trustees. Nominations were received for the positions of Chair and Vice-Chair. A slate of candidates was developed and approved as required by the process. This slate is being presented to the Board of Trustees for their deliberation and action.

*Action required.*

6. Approval of Consent Agenda
7. President's Report
8. Chairman's Comments
9. Research and Technology Park Update Report
10. Board Committee Items

**ACADEMIC, RESEARCH, STUDENT AFFAIRS.....Dr. Yvonne E. L. Thraen**

**A. Master of Arts in Educational Leadership  
(Presentation/Discussion/Action)**

Dr. Denis Griffith, Professor of Education in the School of Education, presented the proposal for the Master of Arts in Educational Leadership, as approved by the faculty.

The Master of Arts in Educational Leadership is a rigorous program designed to prepare aspiring principals, assistant principals, and other educational professionals for leadership positions. An additional five courses will be added to the degree program in order to meet the current certification requirements and mandates of the Virgin Islands Board of Education and the Department of

Education. Adding the additional courses raises the level of the program to a degree and eliminates the need for the concentration. The additional courses are currently being offered by the School of Education and will not require any additional human or financial resources. The ARSA Committee voted unanimously to accept the proposal as presented. There was one abstention. The committee's recommendation is being forwarded to the full Board for review and action.

*Action required.*

**B. Master of Arts in School Counseling and Guidance**  
(Presentation/Discussion/Action)

Dr. Denis Griffith, Professor of Education in the School of Education, presented the proposal for the Master of Arts in School Counseling and Guidance, as approved by the faculty.

The Master of Arts in School Counseling and Guidance is a rigorous program designed to prepare aspiring school counselors for leadership positions. An additional four course will be added to the degree program in order to meet the current certification requirements and mandates of the Virgin Islands Board of Education and the Department of Education. Adding the additional courses raises the level of the program to a degree and eliminates the need for the concentration. The additional courses are currently being offered by the School of Education and will not require any additional human or financial resources. The ARSA Committee voted unanimously to accept the proposal as presented. The committee's recommendation is being forwarded to the full Board for review and action.

*Action required.*

**EXECUTIVE COMMITTEE.....Attorney Henry C. Smock**

**Ratification of Action Taken by the Executive Committee in Regular Session**  
(Presentation/Discussion/Action)

A resolution is being presented to ratify the following action taken by the Executive Committee of the Board since the last meeting of the UVI Board of Trustees:

- Reviewed and unanimously approved the resolution on the University's FY2017 Appropriations Request of \$34,371,750, subject to ratification by the full Board at the June 2016 meeting.

*Action required.*

**FINANCE AND BUDGET COMMITTEE.....Mr. Alexander Moorhead**

**A. UVI School of Medicine Proposed Policies, Procedures, Strategic Plan, and Bylaws**  
(Presentation/Discussion/Action)

The Administration is proposing the implementation of policies, procedures, strategic plan, and bylaws for the School of Medicine. The implementation of the proposed policies, procedures, strategic plan, and bylaws will ensure the UVI School of Medicine fulfills its mission. The mission of the UVI School of Medicine is to educate students, from the diverse communities of the US

Virgin Islands, the wider Caribbean and the continental US, as physicians dedicated to the health and well-being of their communities.

The Finance and Budget Committee voted to recommend to the Board of Trustees the approval of the proposed UVI School of Medicine policies, procedures, strategic plan, and bylaws as presented to the Committee.

*Action required.*

**B. UVI at USM – Foundation Agreement**  
(Presentation/Discussion/Action)

The Administration is proposing that certain officials of UVI be authorized to execute the Articles of Incorporation for UNIVERSITY OF THE VIRGIN ISLANDS AT UNIVERSITY OF SINT MARTIN FOUNDATION. The execution of this document would establish the Foundation to allow UVI to conduct financial transactions on the island of Saint Maarten.

The Finance and Budget Committee voted to recommend to the Board of Trustees the approval a resolution to authorize the establishment of “UNIVERSITY OF THE VIRGIN ISLANDS AT UNIVERSITY OF SINT MARTIN FOUNDATION”.

*Action required.*

**C. HR Policy – Filling Vacancies – Credentialing**  
(Presentation/Discussion/Action)

The Administration is proposing revisions to Section 14.01, Filling Vacancies, of Article XIV of the Human Resources policy which was last updated in 2013. The proposed revisions were made under the guidance of the University’s Legal Counsel and are in keeping with federal and local law.

The Finance and Budget Committee voted to recommend to the Board of Trustees the approval of the resolution on the proposed revisions of Section 14.01 Filling Vacancies of the HR Policy as presented to the Committee.

*Action required.*

**D. Sexual Misconduct Policy - Revision**  
(Presentation/Discussion/Action)

The Administration is proposing revisions to the Sexual Misconduct Policy which was last updated in 2015. The proposed revisions were made under the guidance of the University’s Legal Counsel and are in keeping with recent changes in federal and local law.

The Finance and Budget Committee voted to recommend to the Board of Trustees the approval of the resolution on the proposed revisions to the Sexual Misconduct Policy as presented to the Committee.

*Action required.*

**GOVERNANCE COMMITTEE.....Ms. Jennifer Nugent-Hill**

**Amendment to the Orientation Process for New Members of the Board**  
(Presentation/Discussion/Action)

At the AGB Workshop for the Board of Trustees held this past March, five (5) Action Plan Items were developed and approved by the Board. The Governance Committee reviewed the items and made assignments to board committees to review and complete the actions.

Item #3: Develop Board Mentorship program was assigned to the Governance Committee for completion. At its meeting on May 20<sup>th</sup>, the Governance Committee agreed that all new members should be afforded the opportunity to be paired with a senior trustee mentor. Members also agreed that putting a policy in place would be helpful and would allow the Chair of the Board to make such appointments. Language was developed for insertion into the current policy for the Orientation Process for new members of the Board. The Committee is seeking an amendment to the approved process.

*Action required.*

**PLANNING COMMITTEE.....Ms. Oran C. Bowry**

**Key Performance Indicators/Pathways to Greatness**  
(Presentation/Discussion)

The committee received a report on the Key Performance Indicators as linked to the Institution's Strategic Plan, Pathways to Greatness. The report focused primarily on Academic Quality and Excellence, Student Development and Success, and Community Engagement and Globalization. In addition, Modern and Safe University Environment, Organization and Human Development and Fiscal Sustainability and Growth were also presented.

*No action required.*

- 11. Other Business
- 12. Executive Session
- 13. Adjournment