

**MEETING OF THE BOARD OF TRUSTEES**

**June 6, 2015**

**UNIVERSITY OF THE VIRGIN ISLANDS  
ADMINISTRATION AND CONFERENCE CENTER, FIRST FLOOR  
ST. THOMAS CAMPUS  
9:00 A.M.**

**REGULAR SESSION  
MINUTES**

**MEMBERS PRESENT**

Attorney Henry C. Smock, Chair  
Mr. Alexander Moorhead, Vice Chair  
Dr. David Hall, President and Secretary  
Dr. Aletha Baumann, Faculty Trustee  
Dr. Sharon McCollum, Commissioner of Education  
Mrs. Jennifer Nugent-Hill  
Ms. Jacqueline A. Sprauve, Alumni Trustee  
Hon. Patricia D. Steele  
Mr. Edward Thomas  
Dr. Yvonne E.L. Thraen  
Mr. Sinclair L. Wilkinson  
Rev. Wesley S. Williams, Jr. (late arrival)

**MEMBERS ABSENT**

Ms. Wendy Aurelien, Student Trustee  
Mrs. Carol Fulp  
Mrs. Gwendolyn Adams Norton  
Attorney Nandi Sekou, Chair, Board of Education  
Mrs. Luz Suarez de Highfield

**OTHERS PRESENT**

Ms. Tina Koopmans, Vice President, Information Services and Institutional Assessment  
Dr. Camille McKayle, Provost and VP Academic Affairs  
Dr. Frank Mills, Vice Provost for Research and Public Service  
Mr. Mitchell Neaves, Vice President Institutional Advancement  
Mrs. Verna Rivers, Dean of Students, St. Thomas Campus  
Mr. Tony Valentine, Associate Vice President, Business and Fiscal Affairs  
**Mrs. Nereida Washington,**

**CALL TO ORDER**

A quorum being present, the Chair, Henry C. Smock, called the Regular Session of the meeting to order at 9:10 a.m.

Chairman Smock noted the excused absences of Trustees Gwen Norton, Luz Suarez de Highfield, Wendy Aurelien and Nandi Sekou.

## **ELECTION OF OFFICERS**

Chairman Smock appointed Trustee Jennifer Nugent-Hill as chair pro tem pending the election of officers.

Trustee Nugent-Hill reported that the Governance Committee conducted its annual meeting for nominations as outlined in the Nomination Process adopted by the Board of Trustees in November 2009. She noted that nominations were received as required. Based on the nominations received, the Committee presented the slate of Henry Smock and Alexander Moorhead, for Chair and Vice Chair respectively, to the Board of Trustees for its deliberation and action.

After the slate was presented, the Chair pro-temp opened the floor for nominations from the floor. None was made. Trustee Patricia Steele made a motion, which was seconded by Trustee Aletha Baumann, to close the nominations. The vote on the motion was unanimous by the members present. The nominations were closed.

A motion was made by Trustee Steele, which was seconded by Trustee Thraen, to approve the slate of Smock for Chair and Moorhead for Vice Chair for 2015-2016. The vote on the slate was unanimous by the members present. Trustee Nugent-Hill then yielded the chair back to Chairman Smock. Chairman Smock and Vice Chairman Moorhead successively thanked the members of the Board for electing them as Chair and Vice Chair, respectively.

## **CONSENT AGENDA**

A motion was made by Trustee Wilkinson which was seconded by Trustee Edward Thomas to approve the Consent Agenda. The vote on the motion was unanimous by the members present.

## **PRESIDENT'S REPORT**

President Hall highlighted several items in his written report and updated the report based on occurrences since the report was issued. His oral report included the following:

### **Student Achievements**

Highlights from the written report also included;

- Faculty Achievements
- Memorandums of Understanding with China
- Delegation of 17 members to China – students and faculty
- Memorandum of Understanding with Community Colleges of China
- Association of Governing Boards (AGB) Grant
- PULSE Institute (People Using Language Skills Effectively) at UVI
- 13D Entrepreneurship Student Competition
- President for a Day
- Alfred O. Heath Distinguished Lecture Series
- Inaugural Virgin Islands Literary Festival and Book Fair
- Afternoon on the Green
- Pride Week
- Charter Day – Keynote Speaker, Honorable Kenneth E. Mapp
- UVI Honors Jazz Legend Wynton Marsalis

## **PRESIDENT'S AWARD**

For this reporting cycle, President Hall recognized the Hospitality and Tourism Management Program in the School of Business.

He reported that at this year's commencement exercises, we witnessed the birth of a dream that started six years ago from the concerns raised by the Hotel and Tourism Association for a need for the University to develop a hospitality program that produces the next generation of managers and leaders for the U.S. Virgin Islands tourism industry. The University embraced this challenge, and through the efforts of our School of Business and the excellent leadership of our Hospitality and Tourism Management Program Director Ms. Tamara Lang, on May 15, 2015 the University of the Virgin Islands Class of 2015 proudly celebrated the first graduates who earned their Bachelor of Business Administration degrees in Hospitality and Tourism Management.

President Hall reported that UVI's Hospitality and Tourism Management Program continues to make an indelible impact in our community and the hospitality and tourism industry. He stated that our students have excelled in this program and continue to be a cornerstone of many high-end signature events on campus and throughout the Territory. Our Hospitality and Tourism Management Program have partnered with Reichhold Center for the Arts and fully manages the Sky Lounge and Bar. Within the community, there are ongoing developing collaborative programs, training, fund raising efforts and placement of students. He congratulated Ms. Tamara Lang for her service and leadership and congratulated the School of Business and all the students of our Hospitality and Tourism Management Program.

Chairman Smock thanked President Hall for his report and opened the floor for questions and comments to the report.

Several members congratulated the leadership and the students of the Hospitality and Tourism Management program.

## **CHAIRMAN'S COMMENTS**

Chairman Smock thanked Board Members for their active participation in the several board meetings this past year. He also thanked President Hall for the opportunity to participate in the President for a Day activity. He briefly indicated to members about the AGB grant and that he looks forward to a great Retreat this fall once we hopefully have in place new members appointed to the UVI Board.

## **BOARD COMMITTEE REPORTS**

**Finance and Budget Committee.....Mr. Edward E. Thomas**

### **Sexual Misconduct Policy**

The Administration is proposing revisions to the Sexual Misconduct Policy which was last updated in 2011. The proposed revisions were made under the guidance of the University's Legal Counsel and are in keeping with federal mandates.

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

Salient Changes to the document as reported Attorney Marie ThomasGriffith:

1. Change in the Title of the Policy from Sexual Harassment Policy to *Sexual Misconduct Policy* to address the national standards
2. Under Section CONSENT ; insertion of Policy considerations regarding Consensual Relationships
3. Under Section II – Reporting Mechanisms; Confidential, Informal and Informal Reporting
4. Section II Responsibilities of Managers and Supervisors ( insertion)
5. Section III – Subsection C. Appeals – re: Appeals to the Faculty Grievance Committee and Appeals to the Personnel Review Committee

RESEARCH AND TECHNOLOGY PARK UPDATE REPORT

FOUNDATION FOR THE REICHHOLD CENTER FOR THE ARTS UPDATE REPORT

**BOARD COMMITTEE REPORTS** continued

**Tuition and Fees Payment Policy**

The Administration is proposing the adoption of a Tuition and Fees Payment Policy which would ensure that students complete their enrollment by paying the required tuition and fees prior to the start of classes. A number of payment options are included in the draft policy. The timely completion of enrollment would also serve to reduce students' accounts receivable.

The Finance and Budget Committee voted to recommend to the Board of Trustees the approval of a tuition and fees payment policy which includes several options for making payment.

*Action required.*

**Planning Committee.....Mr. Sinclair Wilkinson**

**Recommendation for the Planning Committee to extend the Strategic Plan for a year**

The committee voted in favor to recommend to extend the Strategic Plan for a year. This recommendation is based on the fact that the University is going through its reaffirmation of accreditation process and a part of that process which will culminate in 2017, requires the institution to engage in a self-study which is the kind of planning that would be done for the development of a Strategic Plan. The present Strategic Plan will also expire in 2017, presenting a parallel process which will involve many other people focusing on the self-study process.

**Key Performance Indicators/Pathways to Greatness**

The committee received a report on the KPI's as linked to *Pathways to Greatness*. This report focused on RETENTION RATE which includes (2B1, 2E6); Graduation Rate - 6yrs (2B1), Degrees Awarded (2B2), Academic Achievement (1D), Study Away (3E1) and DEVELOPMENT (6E1).

## **EXECUTIVE SESSION**

A motion was made by Trustee Wesley Williams, which was seconded by Trustee Yvonne Thraen, to go into Executive Session to address the following matters, which could be reasonably expected to result in the disclosure of information of personal nature wherein public disclosure would constitute a clearly unwarranted invasion of personal privacy, or premature disclosure that would seriously frustrate implementation of the proposed action, and for the Board to obtain legal advice on those matters:

- Draft Minutes of the Executive Session of the April 19, 2014 Special Board Meeting
- Letter received from Senate President
- Presentation on candidates for tenure
- Review of Trustee Emeritus Policy
- Report on UVI Next
- Report from the President on personnel matters

The vote was unanimous by the members present at the meeting. The Executive Session of the meeting convened at 11:05 am.

## **RETURN TO REGULAR SESSION**

Upon return to the Regular Session of the meeting at 1:10pm, the Chairman reported the following.

In the Executive Session:

1. The Board approved the minutes of the Executive Session held on April 19<sup>th</sup> were approved;
2. The Board approved two candidates for tenure: Dr. Kula Francis and Dr. Timothy Faley.
3. The Board approved an amendment to the Trustee Emeritus policy
4. The Board approved the next steps for the UVI NEXT project
5. The Board authorized President Hall to respond to a letter from Senator President.

## **ADJOURNMENT**

There being no other business, a motion was made by Trustee Williams, which was seconded by Trustee Thomas, to adjourn the meeting. The vote on the motion was unanimous. The meeting adjourned at 1:20 pm.