

**MEETING OF THE BOARD OF TRUSTEES**  
**June 2, 2018**

**UNIVERSITY OF THE VIRGIN ISLANDS**  
**ADMINISTRATION AND CONFERENCE CENTER, THIRD FLOOR**  
**ST. THOMAS CAMPUS**  
**ALBERT A. SHEEN CAMPUS**  
**BY TELECONFERENCE FROM VARIOUS POINTS**  
**9:00 A.M.**

**REGULAR SESSION**  
**MINUTES**

**MEMBERS PRESENT**

St. Thomas Campus

Attorney Henry C. Smock, Chair  
Dr. David Hall, President and Secretary  
Dr. Adam Parr, Faculty Trustee  
Dr. John A. Quelch  
Ms. Jacqueline A. Sprauve, Alumni Trustee  
Dr. Yvonne E. L. Thraen

Albert A. Sheen Campus

Mr. Alexander Moorhead, Vice Chair  
Mrs. Oran C. Bowry

Telephone

Rev. Dr. Wesley S. Williams, Jr. (portion of the meeting)

**MEMBERS ABSENT**

Dr. Sharon McCollum, Commissioner of Education (excused)  
Mr. Amiel Brown, Student Trustee (excused)  
Mr. Terrence T. Joseph, Chair, Board of Education

**OTHERS PRESENT**

Dr. Camille McKayle, Provost and Vice President for Academic Affairs  
Mr. Mitchell Neaves, Vice President for Institutional Advancement  
Ms. Sharlene Harris, Interim Vice President for Information Services and Institutional Assessment  
Dr. Frank Mills, Vice Provost Research and Public Service  
Attorney Marie ThomasGriffith, UVI Legal Counsel

**CALL TO ORDER**

A quorum being present, Chairman Henry C. Smock called the Regular Session of the meeting to order at 9:03a.m. Chairman Smock noted the excused absences of Trustee Sharon McCollum and Trustee Yvonne Thraen.

## **GOVERNANCE COMMITTEE**

### The Election of Officers

President Hall reported that the Governance Committee normally conducts its annual meeting for nominations as outlined in the Nomination Process adopted by the Board of Trustees. Unfortunately, because the Committee did not meet, a slate was not developed.

The Chair proposed an alternative for the Board's consideration. He stated since both the Chair and Vice chair have agreed to continue their service, the Chair would propose if there were any nominations for Chair and Vice Chair of the Board. There were not any. The Chair then turned the Chair – Pro-temp to Trustee Wesley Williams to conduct the election.

A motion was made by President Hall which was seconded by Trustee Bowry, to elect existing officers, Henry C. Smock as Chairman and Alexander A. Moorhead as Vice Chairman of the Board of Trustees. The vote was in favor by the members present with 2 abstentions by Henry Smock and Alexander Moorhead.

Both gentlemen thanked the members for the continued confidence and support. Trustee Williams returned the meeting to Chairman Smock.

### **APPROVAL OF MINUTES**

A motion was made by Vice Chair Alexander Moorhead, which was seconded by Trustee Oran C. Bowry to approve the minutes of the Board Meeting held on March 3, 2018. The vote on the motion was unanimous by all members present. The minutes were approved.

### **CONSENT AGENDA**

A motion was made by Vice Chairman Alexander Moorhead, which was seconded by Trustee Oran Bowry, to approve the Consent Agenda as presented. The vote on the motion was unanimous by the members present. The Consent Agenda was approved.

### **PRESIDENT'S REPORT**

President Hall highlighted several University activities and achievements covered in his written report and provided updates to the report based on occurrences since the written report was issued. His oral report included the following:

#### **STUDENT ACHIEVEMENTS**

- **Kendra Kent**, junior criminal justice major, representing the St. Thomas Campus, was crowned Miss University of the Virgin Islands 2018-2019 at the 38th Annual Miss UVI Ambassadorial Competition held Saturday, April 14, at the St. Croix Educational Complex on St. Croix. Ms. Kent's platform "The Wounds Unseen" focused on mental health and wellness awareness. In addition to securing the crown, Kent outperformed in five of the seven segments, earning her the distinctions of Miss Photogenic, Best Ambassadorial Presentation, Best Performing Talent, Best Evening Wear, and Miss

Popularity. The other participants in the competition included **Ki-Ana Tonge** named first runner-up and **Ashley Simpson** awarded second runner-up. The Student Government Association Queen's Committee organized and presented the Miss UVI Ambassadorial Competition.

- Five UVI students were selected for the Boston University Early Medical School Selection Program. UVI captured one-third of the fifteen slots that were available to the thirteen institutions that applied. This represents the largest cohort of UVI students who have ever been selected in the over 30 years since UVI has been in the program:
  - **Kaleb Bellew**, sophomore chemistry major
  - **Micaiah Bully**, sophomore biology major
  - **Sojourna Ferguson**, junior biology major
  - **Aisha Griffin**, sophomore biology major
  - **Asel Mustafa**, sophomore biology and chemistry major
  
- Two students successfully defended their dissertations and were the first two PhD graduates from UVI:
  - **Blair Miller**. Examination of Creative Thinking Preferences: Leadership, Vocation & Gender Differences
  - **Ashley Goodwin**. Exploring Cognitive Styles to Examine Explicit theories and Implicit Perceptions Within Teams
  
- **Amiel Brown**, Student Representative to the UVI Board of Trustees, accompanied President Hall, Provost McKayle, and other university representatives as a student ambassador to the UVI Rise Relief Fundraiser in Washington D.C. on February 24 held at the Thurgood Marshall College Fund (TMCF) headquarters. Trustee Brown was able to network and provide his testimony on how the University of the Virgin Islands demonstrated not only its resilience, but its tenacity, perseverance, and diligence in advancing forward subsequent to the two category five hurricanes. He was required to provide a comprehensive report and brief remarks at one of the Board of Trustees debriefing meetings.
  
- Led by *Dr. Glenn Metts*, Business Strategy students in BUS 436 on the St. Thomas Campus were recognized for their third Global Top 100 team finish this semester for their company's Business Strategy Game (BSG) performance worldwide. Making the Global Top 100 out of the approximately 13,500 teams competing is a clear demonstration of the good strategic business sense of our existing UVI business students.
  
- This year a record 12 students across both UVI campuses successfully completed the Business Design Grant Program's training and rigorous deliverables to earn the \$750 award. The Business Design Grant Program is a "learn and earn" program that allows

students to learn and practice the entrepreneurial skill of transforming an “idea” into the structure of a business and then assess the potential viability of that business. Given that most ideas turn out not to be viable businesses, the program rewards students for completing the deliverables, regardless of the potential business’ viability. It is business shaping and evaluation skill-development that is rewarded, not the result. Those students were:

Ulric Baptiste, Jr.  
Gerald Bellot  
Jiame Berry  
Amiel Brown  
Joy Grant  
Jaecena Howell  
Jessica LaPlace  
Coral Megahy  
Marco Ponce  
Nathaniel Robinson  
Nina Scott  
Andre Williams

- Three undergraduate students emerged victorious after their presentations were judged at the Annual Emerging Researchers National (ERN) Conference in STEM on February 22-24, 2018 at the Marriott Wardman Park Hotel in Washington D.C. Nineteen UVI students were among the over 800 students who attended from colleges and universities across the country. The three students were **Torhera Durand**, **Genique Nicholas** and **Quianah Joyce**.
  - **Durand** won first prize in the category of Cancer Biology for her poster presentation titled “T-Cell Immunoglobulin and Mucin Protein 3 Involvement in Galectin-9 Induced Apoptosis of Exhausted T-Cells.”
  - **Nicholas** won first prize in Chemistry for her poster presentation titled “Promoting Transition Metal Hydride Formation with Visible Light.”
  - **Joyce** won first prize in Nanotechnology and Physics for her poster presentation titled “To Be or Not to Be: Identifying an Ultra-long Gamma Ray Burst During Early Instrument Observation.”

- **Genique Nicholas**, senior Chemistry major and UVI MARC Program Research Trainee, presented research that she conducted as part of an extramural summer research internship. Nicholas interned at the University of North Carolina at Chapel Hill under the mentorship of Dr. Jillian L. Dempsey. She is mentored by *Dr. Yakini Brandy* at UVI.

#### Highlights from the written report also included;

- Alumni Updates
- Faculty Achievements
- Publications and Papers
- Grants and Special Projects Funded

#### Significant Institutional Achievements

- UVI CELEBRATES 54<sup>TH</sup> COMMENCEMENT EXERCISES WITH HISTORICAL ACHIEVEMENTS
- PRESIDENT AND PROVOST FOR THE DAY
- UVI CARNIVAL TROUPE EARNS FIRST RUNNER-UP IN ST. THOMAS CARNIVAL PARADE
- ANNUAL RESEARCH DAY HIGHLIGHTS KEY RESEARCH ACTIVITIES TAKING PLACE AT UVI
- DEAN'S LIST AND ACADEMIC ACHIEVEMENT AWARD CEREMONY RECOGNIZING STUDENTS' ACADEMIC SUCCESS
- 2018 USVI LITERARY FESTIVAL AND BOOK FAIR CELEBRATING LITERATURE'S ROLE IN CULTURE AND SOCIETY
- UVI RISE RELIEF FUND DISTRIBUTIONS
- UVI CELEBRATES 56<sup>TH</sup> CHARTER BY REFLECTING ON RACE RELATIONS IN VI HISTORY
- ALTERNATIVE SPRING BREAK PROVIDES IMPACTFUL EXPERIENCES FOR STUDENTS
- CAMPUS-WIDE INNOVATION WORKSHOPS FOR 2018-2023 STRATEGIC PLAN
- ENROLLMENT MANAGEMENT REPORT PROVIDES STRATEGIES FOR IMPROVING ADMISSIONS AND FINANCIAL AID PRACTICES
- FACILITIES ASSESSMENT AND RECOVERY PROCESS
- STAFF SATISFACTION AND ENGAGEMENT SURVEY
- CONTINUED GROWTH IN MEDIA AND NATIONAL PRESENCE

#### President's Appreciation Award

As is customary, President Hall recognized UVI employees, or units, that have performed exceptionally with the President's Appreciation Award.

One of the major accomplishments during this reporting period has been the continuing research excellence of our Center for Marine and Environmental Studies (CMES). This has continued unabated despite the loss of the MacLean Marine Science Center, labs and offices due to the devastation of the hurricanes. CMES is led by Dr. Paul Jobsis in the College of Science and Mathematics under Dean Sandra Romano. Some notable accomplishments this period includes:

- The first ever large scale Mangrove community clean-up in the Territory at the St. Thomas East End Reserves (STEER), which took place on April 21. STEER is a marine protected area on the east end of St. Thomas. One hundred and twenty-six volunteers gathered to remove debris from STEER's mangrove shorelines. Through the hard work of volunteers,

more than 3,000 pounds of trash including 1,765 plastic beverage containers were removed from the mangroves in a single day. Items from the cleanup that could be recycled were provided to the Department of Planning and Natural Resources, Coastal Zone Management recycling program. The cleanup was hosted by numerous partners to include UVI, Virgin Islands Experimental Program to Stimulate Competitive Research (VI-EPSCoR), Virgin Islands Marine Advisory Service (VIMAS), Department of Planning and Natural Resources, Coastal Zone Management, VI Tours and Pizza Pi.

- This year's annual Reef Fest was hosted on April 14 at Yacht Haven Grande. Reef Fest is organized by the Virgin Islands Marine Advisory Service (VIMAS) within CMES and VI-EPSCoR. It aims to promote and educate the Virgin Islands community about our marine ecosystems as well as highlight sustainability practices including the reduction of plastic. The organizers of this year's Reef Fest educated restaurants on St. Thomas in the practice of supporting local fisheries, maintaining updated and seasonal seafood menus, and incorporating invasive species like the lionfish —that are detrimental to overall ecosystem health — in recipes.
- The National Academies of Sciences Committee has appointed Dr. Tyler Smith to serve on the committee. This is a prestigious appointment to review a matter of national importance. Dr. Smith is an associate research professor in our Marine Science area and the lead coral researcher. He will be a part of a study on coral reef resilience. Formed by the National Academies of Sciences, Engineering and Medicine, the committee is tasked with conducting a study titled, "Interventions to Increase the Resilience of Coral Reefs." This national recognition underscores the quality of research taking place at UVI and in the Territory.
- The largest graduating class in the history of CMES is comprised of 17 students who recently earned their Master's degree in Marine and Environmental Science during UVI's May 2018 commencement ceremonies. The range and complexity of the students' research topics and its relevance to the Territory were recently highlighted in the local media.

For the aforementioned reasons and being a cornerstone of continuing research excellence with significant local and national impact, the President's Appreciation Award was presented to the **Center for Marine and Environmental Studies**.

## **RESEARCH AND TECHNOLOGY PARK Update Report**

President reported that they were in the final stages of the selection of a new Executive Director. He indicated that new companies were coming on board. He thanked the Chairman of the RTPark Board, Mr. Edward Thomas.

### **Board Committee Items**

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

Bachelor of Science degree program in Maritime Management

At the invitation of the Chair of the committee, Dr. Glenn Metts, Professor in the School of Business, presented the proposal for the Bachelor of Science degree program in Maritime Management (BSMM).

The BSMM is designed to provide expanded career opportunities in the maritime industry, including positions in ship management, port management, logistics management, brokering, and other maritime trade and sales positions. It is a “partnering program” designed to partner with existing maritime academies or institutes. This flexibility allows the University to market the program to multiple customers, specifically academies or institutes with two year programs. The BSMM program does not require any new courses in the School of Business nor does it require any special scheduling constraints.

Trustee Thraen reported that the ARSA committee voted unanimously to approve the Bachelor of Science degree program in Maritime Management. A motion was made by Trustee Thraen which was seconded by Trustee Adam Parr, to approve the resolution approving the Bachelor of Science degree program. The vote was unanimous by all the members present.

**Proposal to Change the Minimum Number of Total Credits required for any BBA**

Provost McKayle explained that the School of Business proposed a change in the minimum number of total credit hours required for any Bachelor of Business Administration (BBA) degree. The initial major under the BBA degree was Hospitality and Tourism Management, which required 122-123 credit hours to complete the major. The BBA, like other baccalaureate degrees on a semester basis, should require, at a minimum, 120 credit hours to be competitive with degrees offered at other universities. While most of the School of Business majors within the BBA may require more than 120 credit hours, the standard should be set at the recognized minimum number of credit hours to accommodate new majors and changes within existing majors. The proposal was approved by the School of Business and the Faculty.

Trustee Thraen reported that the ARSA Committee voted unanimously to accept the proposal to change the minimum number of total credit hours required for any Bachelor of Business Administration (BBA) degree from 123 to 120 credit hours. A motion was made by Trustee Thraen which was seconded by Trustee Sprave to approve the resolution as presented. The vote on the motion was unanimous by all the members present.

**BUILDINGS AND GROUNDS COMMITTEE.....Mr. Alexander Moorhead**

Request for Proposals (RFP) for Construction/Installation and Operation of Two Off-Grid Power Generating/Producing Facilities

The Buildings and Grounds Committee voted to recommend to the Board of Trustees that the University be authorized to request competitive Requests for Proposals (RFPs) for the construction and or installation and operation of two off-grid power generating/producing facilities, one on each campus.

A motion was made by Vice Chairman Moorhead which was seconded by Trustee Bowry to approve the resolution approving the Request for Proposals (RFP) for Construction/Installation and Operation of Two Off Grid Power Generating/Producing Facilities for the University of the Virgin Islands (UVI). The motion was approved unanimously.

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

**Fiscal Year 2018 Operating Budget Revision Number 1**

**Budget Adjustments Assumptions**

At the invitation of the Chair of the Committee, Earlyn Casimir, Special Assistant to the Vice President for Administration and Finance & CFO, offered an explanation for the revision to the Operating Budget. She outlined the below reasons.

### **Revenue Adjustments**

1. The University assumes a tuition revenue adjustment of **\$12,885** for Level Playing Field's partnership with UVI to provide online courses effective March 2018. The budget projects a total revenues of \$222,275. The Fiscal Year 2018 original operating budget approved on October 21, 2017 included \$209,390, therefore an adjustment of \$12,885 is proposed.
2. After Hurricanes Irma and Maria, the University made assumptions that the Sports & Fitness Center (SFC) would not be available for its use since it was designated for recovery operations by FEMA. The lease with FEMA was since cancelled and the University has regained occupancy and resumed regular activities to include leasing the facility to organizations to generate revenues. The amount of **\$320,038** is projected as the revenue amount to be generated by the SFC during the remainder of FY2018.

### **Expenditures Adjustments**

1. The University projects an expenditure adjustment of **\$134,939** for Level Playing Field's partnership with UVI to provide online courses effective March 2018. The budget projects total expenditures of \$280,364. The Fiscal Year 2018 original operating budget approved on October 21, 2017 did not include an expenditure amount.
2. The University's property insurance premium increased from \$799,500 to \$1,660,950 effective January 2018, all of which is due and payable in FY2018. Therefore an adjustment of **\$861,450** is proposed to cover the increase.
3. After Hurricanes Irma and Maria, the University made an assumption that the Sports & Fitness Center (SFC) would not be available for its use since it was designated for recovery operations by FEMA. The lease with FEMA was since cancelled and the University has regained occupancy and resumed regular activities to include leasing the facility to organizations to generate revenues. The amount of **\$320,038** is projected as the expenditure amount associated with operating and maintaining the SFC for FY2018.
4. The original FY2018 Operating Budget approved October 21, 2017 included a reduction amount of \$4,607,272 to be distributed across all component units estimated at 10.9% of each unit's budget; however, a residual amount of **\$169,327** was not distributed due to a miscalculation. Allocations for the Reichhold Center and SFC were included; however, since they were taken offline the amounts should not have been included. Additionally, due to the above-mentioned expenditure adjustments, primarily the increase in the property insurance premium, an expenditure reduction of **\$983,504** is proposed to be covered by salary and benefit savings from vacant positions. As of April 24, 2018, the University is projecting unencumbered vacant position salary savings of \$2,125,492.

Chairman Moorhead reported that the Finance and Budget Committee voted to recommend to the Board of Trustees, that for the purpose of carrying out the operations of the University for the fiscal year, which began October 1, 2017 and ends September 30, 2018, the revision number one of the operating budget proposed by the Administration be approved. The total projected operating revenues and expenditures in the Fiscal Year 2017-2018 Operating Budget Revision Number One are total revenues of \$45,124,750 and total expenditures and transfers of \$45,124,750 with net operating position of \$0.00.

A motion was made by Vice Chair Alex Moorhead which was seconded by Trustee Bowry to approve the resolution as presented. The vote on the motion was unanimous. The motion was approved.

## **Investment Proposal for Quasi-Endowment Fund**

The investment landscape has been changing in recent times due to the steady increase in the Federal Reserve Federal Funds rate. Despite the funds' recent good returns, they are not guaranteed and remain subject to market risk. The University is allowed by Title 7 Section 304 of the US Code to invest funds received through the Land Grant program to the extent that the funds "so invested or loaned shall constitute a perpetual fund, the capital of which shall remain forever undiminished, and the interest of which shall be inviolably appropriated".

Mr. Tom VanZant, investment fund manager with Commonfund where the Quasi-Endowment funds are managed for investment purposes by the Foundation for the University of the Virgin Islands (FUVI), shared his thoughts on this recent development and some options to consider going forward.

The Finance and Budget Committee voted to recommend to the Board of Trustees the approval of FUVI's recommendation that the Land Grant funds, which are part of the University's Quasi Endowment that is presently managed by FUVI, be transferred from the High Quality Bond fund to either the State Street Institutional US Government Money Market Fund, or the Multi-Strategy Bond Fund, or a similarly, safe bond fund.

A motion was made by Vice Chairman Moorhead, which was seconded by Trustee Williams to approve the recommendation of the committee. The vote on motion was unanimous.

## **Telecommuting Policy**

The Administration presented the draft Telecommuting Policy which would support telecommuting when opportunities for improved employee productivity and performance, and improved employees' work-life balance or university savings exist. Telecommuting grants employees authorized by UVI the opportunity to work from an alternate work location outside the central workplace for one or more days a week on a routine basis. The policy would be used in a limited manner and with the approval of managers and the President. Only in compelling and rare situations would the policy be applied on a full time basis.

The Finance and Budget Committee voted to recommend to the Board of Trustees the approval of the Telecommuting Policy as recommended by the Administration with the recommended changes.

A motion was made by Vice Chair Moorhead which was seconded by Trustee Bowry to approve the telecommuting policy as presented. The vote on the motion was unanimous by the members present.

**PLANNING COMMITTEE.....Mrs. Oran C. Bowr**

## **Key Performance Indicators/Pathways to Greatness**

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 Skill Class Enrollment, Retention Rates first to second year, Six Year Graduation Rates, Degrees Awarded by Level as well as by Discipline with Peer Comparison, Students participating in Study Away Programs, and Development contributions from October 1, 2017 through April 13, 2018.

At the end of the regular session, Vice Chairman Moorhead took the opportunity to thank Trustee Adam Parr, Faculty Trustee and Trustee Amiel Brown, Student Trustee for their active participation and contribution to the Board of Trustees.

### **Executive Session**

At 11:01am, a motion was made by Vice Chairman Moorhead, 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(s), and for the Board to obtain legal advice on these matters:

1. Approve Executive Session Minutes
2. Receive report from
  - The Academic, Research and Student Affairs Committee,
3. Update on Legal Matters
4. Report on Personnel matters from the President

The Board took a short recess prior to the start of the Executive Session. The Executive Session convened at 11:14a.m.

### **RETURN TO REGULAR SESSION**

Upon return to the Regular Session of the Meeting at 1:05p.m., the Chair reported the following: The Board

- Approved the minutes of the Executive Session of the meeting held on March 3, 2018. The vote was unanimous by the members present;
- Approved candidate for tenure. The vote on the matter was unanimous by the members present;
- Approved UVI NEXT Planning Committee and ARSA Report The vote was unanimous by the members present;
- Received a Report on Personnel matters; and
- Received an Update Report on Legal Matters.

The Chairman thanked board members for the cooperation during this particular time of recovery.

### **ADJOURNMENT**

There being no other business to be considered in the Regular Session, the Chairman adjourned the meeting at 1:11pm.