

**UNIVERSITY OF THE VIRGIN ISLANDS RESOLUTION
OF THE BOARD OF TRUSTEES**

To ratify the actions taken in Regular Session by the Executive Committee of the Board of Trustees (“the Board”) of the University of the Virgin Islands for the Board

WHEREAS, Article VI, Section 1 (a) of the Bylaws of the University of the Virgin Islands states in part, “The Executive Committee may act for the Board between Board meetings, in the event of emergencies requiring Board action;” and

WHEREAS, that section of the Bylaws further states, “The Executive Committee shall report to the Board at its next meeting on all actions taken by it, and the Board shall ratify or revoke such actions,” and

WHEREAS, the last meeting of the Board was on October 22, 2016; and

WHEREAS, during the Regular Session of a meeting on November 18, 2016, the Executive Committee (“the Committee”) acted for the Board as follows:

- Approved the proposed FY2016-2017 Compensation Strategy; and
- Approved the FY 2017 Proposed Operating Budget for the University

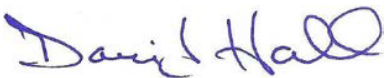
(A copy of these documents is attached hereto for reference.)

NOW THEREFORE BE IT RESOLVED BY THE BOARD:

The actions taken by the Executive Committee of the Board during the Regular Session of its meeting on November 18, 2016, which are summarized above, are hereby ratified.

CERTIFICATION

The undersigned hereby certifies that the foregoing is a true and exact copy of a resolution approved by the Board of Trustees of the University of the Virgin Islands at a Special Meeting on Thursday, January 19, 2017 as recorded in the minutes of that meeting.



January 19, 2017

Secretary of the Board

Date

UNIVERSITY OF THE VIRGIN ISLANDS
BOARD FINANCE AND BUDGET COMMITTEE

Fiscal Year 2016-2017 Employees' Compensation Plan

Authorizing the approval of the Fiscal Year 2016-2017 Compensation Plan for employees of the University

WHEREAS, the University is committed to establishing and maintaining levels of employee compensation that are sufficiently competitive to enable the institution to carry out its mission; and

WHEREAS, the University is expected to develop and maintain fair compensation policies that respond to market changes, motivate high performance, recognize productive employees and job growth, are affordable to the university and comply with applicable legal requirements; and

WHEREAS, the University is cognizant of the impact of the economy on its employees and of the need for periodic salary-adjustments to respond to economic conditions and salaries for similar positions in markets in which the University competes for employees; and

WHEREAS, the *Pathways to Greatness* strategic goal 1E states that the University would develop competitive compensation packages inclusive of salary and benefits by first conducting a salary comparison study and the Board of Trustees directed the administration of the University to prepare an employee compensation adjustment plan for review and approval by the Board of Trustees; and

WHEREAS, the University retained the services of CompData to perform a detailed review of the positions at the University; an analysis of external competitiveness; recommend base pay updates for regular, professional, administrative and executive staff positions; review faculty salaries and recommend a set of ranges for the faculty positions at the University; and

WHEREAS, the consultant's report and Administration's compensation proposal were shared with the University employees through the staff and faculty constituent groups, the University Budget Committee, and at a October 31, 2016 town hall meeting; and

WHEREAS, the Administration is proposing that the salary grade structures for staff and faculty positions, as recommended by the consultant, CompData, be approved, effective October 1, 2016; and

WHEREAS, the FY2016-2017 Operating Budget for the University provides \$1.2 million for the implementation of salary increases based on the allotment ceiling for FY 2017, which allotment is a reduction from the total appropriated to the University for FY 2017 through Act No. 7920; and

WHEREAS, the Administration is proposing that the salary of employees receiving salaries less than \$25,000 be increased \$1,000 in recognition of the fact that the lowest paid employees are currently being paid below the "Living Wage" standard of \$22,645 for a single adult, salaries of employees currently being paid between \$25,001 and \$65,000 be increased by 4%, and salaries of employees being paid more than \$65,000 be increased by 2%; provided that the salary of all employees are increased to at least at the minimum established for the respective salary range recommended by CompData; and

WHEREAS, on November 10, 2016, the Finance and Budget Committee of the Board of Trustees voted to recommend to the Board of Trustees the approval of the proposed salary grade structures and the Administration's compensation proposal.

NOW THEREFORE, BE IT RESOLVED BY THE BOARD OF TRUSTEES OF THE UNIVERSITY OF THE VIRGIN ISLANDS AS FOLLOWS:

A. That, for the purpose of implementing salary increases and the new salary grade structures for employees of the University, excluding the President, for Fiscal Year 2017, which began October 1, 2016 and ends September 30, 2017, the following compensation scenario is hereby approved:

1. Employees currently receiving salaries less than \$25,000 shall receive an increase of \$1,000, salaries of employees currently receiving between \$25,001 and \$65,000 shall be increased by 4%, and salaries of employees currently receiving greater than \$65,000 shall be increased by 2%; provided that all employees shall be paid at least at the minimum salary of their position salary range recommended by CompData.

B. That the President and Vice-President for Administration and Finance are authorized to take such actions as are necessary and proper to implement this resolution.

CERTIFICATION

The Undersigned does hereby certify that the foregoing is a true and exact copy of a resolution of the Board of Trustees of the University of the Virgin Islands adopted at a special meeting of the Executive Committee on November 18, 2016, as recorded in the minutes of said meeting.



November 18, 2016

Secretary of the Board

Date

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**BOARD OF TRUSTEES
UNIVERSITY OF THE VIRGIN ISLANDS
OPERATING BUDGET RESOLUTION
FISCAL YEAR 2016-2017**

Resolution approving the Fiscal Year 2016-2017 Operating Budget for the University of the Virgin Islands

WHEREAS, on March 21, 2016 the University submitted its Fiscal Year 2016-2017 appropriation request of \$34,371,750 to the Honorable Kenneth E. Mapp, Governor of the US Virgin Islands; and

WHEREAS, on October 6, 2016 Act 7920 was passed by the 31st Legislature of the Virgin Islands appropriating \$32,246,750 to the University for the fiscal year ending September 30, 2017; and

WHEREAS, on October 17, 2016 the University received correspondence from the Office of Management and Budget advising of an allotment ceiling of \$31,763,049 which represents a reduced amount of 1.5% of \$483,701 from Fiscal Year 2017 appropriation of \$32,246,750; and

WHEREAS, the distribution of the reduction across programs already in place would negatively impact their operations; and

WHEREAS, on November 4, 2016 the University Budget Committee voted to recommend for adoption the proposed distribution of the allotment reduction of \$483,701 as reflected in Exhibit A of this resolution; and

WHEREAS, on November 4, 2016, the University Budget Committee voted to recommend a balanced operating budget consisting of revenues of \$48,371,649 and expenditures and transfers of \$48,371,649 for Fiscal Year 2017, which is

incorporated into this resolution as "Exhibit B;" and

WHEREAS, on November 10, 2016, the Finance and Budget Committee of the Board of Trustees voted to recommend to the Board of Trustees the approval of an operating budget consisting of revenues of \$48,371,649 and expenditures and transfers of \$48,371,649 for Fiscal Year 2017, which is incorporated into this resolution as "Exhibit B."

NOW THEREFORE BE IT RESOLVED AS FOLLOWS:

- A. That, for the purpose of carrying out the operations of the University for the fiscal year, which began October 1, 2016 and ends September 30, 2017, the operating budget proposed by the Administration, a copy of which is incorporated into this resolution as Exhibit "B", is hereby approved. The total projected operating revenues and expenditures in the Fiscal Year 2016-2017 Operating Budget are as follows:
- i) Total revenues of \$48,371,649; and
 - ii) Total expenditures and transfers of \$48,371,649.
- B. That the President and Vice-President for Administration and Finance are authorized to take such actions as are necessary and proper to implement this resolution.

CERTIFICATION

The Undersigned does hereby certify that the foregoing is a true and exact copy of a resolution of the Board of Trustees of the University of the Virgin Islands adopted at a special meeting of the Executive Committee on November 18, 2016, as recorded in the minutes of said meeting.



Secretary of the Board

November 18, 2016

Date

EXHIBIT A

University of the Virgin Islands Government of the Virgin Islands Appropriations Breakdown Fiscal Year 2017			
		Allotment Reduction	Adjusted Line Item
Program	FY2017	-\$483,701	(Proposed)
General Operating Appropriation	\$23,902,208	\$0	\$23,902,208
Sub Total	\$23,902,208	\$0	\$23,902,208
Debt Service Appropriation	\$3,992,205	\$0	\$3,992,205
Small Business Development Center Appropriatio	\$300,000	\$0	\$300,000
Senior Citizens Tuition	\$87,773	\$0	\$87,773
Valedictorian and Salutatorian	\$400,966	\$0	\$400,966
UVICELL	\$100,000	\$0	\$100,000
Green Technology	\$200,000	\$0	\$200,000
Hotel Management Program	\$100,000	\$0	\$100,000
John Brewers Bathroom Maintenance	\$15,000	\$0	\$15,000
University Bound	\$355,901	\$0	\$355,901
Senior Reserves Officers' Training Corp	\$100,000	\$0	\$100,000
AAS Nursing Bachelors Program	\$400,000	\$0	\$400,000
Employee Salary Increases	\$1,500,000	\$300,000	\$1,200,000
VI Academic & Cultural Awards	\$430,470	\$99,758	\$330,712
Senior Citizens Tuition Additional Support	\$162,227	\$37,595	\$124,632
Social Work Program Accreditation	\$100,000	\$23,174	\$76,826
John Brewers Beach Maintenance and Security	\$100,000	\$23,174	\$76,826
Sub Total	\$8,344,542		\$7,860,841
Total Appropriations	\$32,246,750	\$0	\$31,763,049

EXHIBIT B
UNIVERSITY OF THE VIRGIN ISLANDS
FISCAL YEAR 2017 PROPOSED OPERATING BUDGET

REVENUES	BOT APPROVED FY2016 Operating Budget	FY2017 Proposed Budget
Tuition & Fees	\$12,486,224	\$13,959,409
Appropriations	\$23,902,208	\$25,102,208
Government Grants & Contracts	\$970,000	\$1,170,000
Private Grants & Contracts	\$1,290,447	\$1,290,447
Sales & Services Education	\$4,000	\$4,000
Sales & Services Auxiliary	\$6,469,579	\$6,541,333
Other Revenues	\$304,252	\$304,252
Total Revenues	\$45,426,710	\$48,371,649
EXPENDITURES	BOT APPROVED FY2016 Operating Budget	FY2017 Proposed Budget
Instruction	\$11,776,006	\$12,582,880
Research	\$848,971	\$741,563
Public Service	\$690,517	\$827,808
Academic Support	\$3,057,984	\$3,296,936
Student Services	\$3,374,720	\$3,559,344
Institutional Support	\$10,998,523	\$11,032,357
Operations/Maintenance of Plant	\$7,346,214	\$7,241,323
Student Aid	\$447,450	\$278,650
Auxiliary Enterprises	\$5,790,990	\$6,461,433
Salary Increases Undistributed	\$0	\$1,200,000
Transfers	\$1,095,335	\$1,149,355
Total Expenditures & Transfers	\$45,426,710	\$48,371,649
Net Operating Position	\$0	\$0