

MESSAGE FROM THE PRESIDENT

Reporting Period: October 1, 2004 – February 1, 2005

Introduction

Since the October 16, 2004 Board meeting, the administration has addressed several pressing matters, including, but not limited to, ongoing restructuring and program rationalization processes, preparation and presentation of the University's 2004-2005 budget before the Legislature's Finance Committee. These important initiatives occurred while the administration simultaneously attended to the opening a new academic semester, January 2005.

The Board's attention is directed to the highlights below which are specifically focused on the nine Proposed Presidential Goals for 2004-2005, approved by the Executive Committee. A brief update of achievements toward accomplishment of each goal follows:

Goal #1- Improve UVI's basic structure to deliver academic programs.

The faculty continues review of academic programs and processes. Division meetings are being held, including faculty from both campuses. The goal of these meetings is to renew (or in some cases begin) the dialog about the mission and purpose of each division, and to ascertain whether current program offerings best fulfill the mission and purpose of the division. This analysis also is being applied to curriculum offerings within programs and attention is being paid to the whether certain course offerings are duplicative within a division and across

divisions. All issues, problems and challenges are not solved, but the tools to create and sustain viable, collaborative divisions are being explored and shared. Through ongoing monitoring of the contexts within which academic divisions are working to make these changes, the transformation of the University will emerge.

Goal #2 – Improve the viability and relevance of major programs.

With respect to program rationalization, division retreats have been held and workshops and task forces have met to review and assist in shaping programs. Efforts have been focused on coordination of the process with strategic planning and self-study processes. Once revitalization has begun from the ground up within divisions, the grounded change process will continue through encouraging and facilitating constant participation, collaboration, and negotiation.

Goal #3 – Close out Strategic Plan 2000-2005.

Goal #3 is approximately 85% completed. There will be a final report of achievements realized over the five year period, either in June or late summer. At that time a detailed synopsis of what was accomplished for FY05, including recommendations from Program Rationalization which link to improving academic quality, will be presented. Board action is expected at the June meeting or at a special meeting later, if necessary.

Goal #4 – Develop a new Strategic Plan for the University.

The schedule to develop the new Strategic Plan is being followed and is currently on track. All of the Strategic Planning meetings that are being held are

documented for background use in the final plan. Meetings have been held to receive feedback from internal stakeholders and to develop strategic directions.

Goal #5 – Maintain accreditation of the University.

The purpose and focus of the Accreditation Self Study has been identified and communicated University-wide. An Executive Committee of the Accreditation Self-Study process has been formed. Dr. Frank Mills and Dr. Patricia Rhymer Todman are serving as co-chairs and are being assisted by Professor Carol Henneman as Editor, Dr. MaryAnn LaFleur and Dr. Deborah Fontaine. The UVI community has also been notified that institution-wide participation is critical to the process. To that end, the Self-Study Steering Committee is currently being formed through memoranda notifications to faculty chairs and administrators on both campuses inviting their (or their designees) participation.

Goal #6 – Strengthen communications with the major stakeholders.

A number of activities were organized and implemented. Included were individual meetings with trustees, special events for community focus groups to discuss the strategic plan, meetings with government financial officers, meetings with student government officers, dinners and receptions with donors, and presentations to prospective donors and legislators. On-going communications in the form of electronic announcements twice a week, the publication of the UVI Magazine and Dateline, as well as TV and radio appearances, communicate information on important events and topics to internal and external stakeholders.

In addition, there was regular weekly contact with Board members (via e-mail or fax) to keep them abreast of activities and to invite them to University events.

Goal #7 – Increase visibility and involvement in fundraising

Institutional Advancement is on target to meet or exceed the \$1.0 million annual giving target. Contacts with alumni and other donors are at record pace through direct marketing, community outreach, donor events and face-to-face meetings. (See details under Thrust #8 of report).

Goal #8 – Strengthen relationship with internal constituents.

The President utilized opportunities for social interactions for discussion of issues. Regular audio messages and written communication to faculty, staff and students were sent. In addition, new faculty from both campuses were hosted at a luncheon on St. Croix; current and former division chairs were hosted for a day at the Virgin Islands Environmental Resource Station (VIERS) on St. John; faculty chats were instituted where faculty could utilize an informal space to talk about issues and ideas. Internal constituents were updated regarding the strategic plan and other activities at the Spring University Convocation. Special meetings were held for internal constituents on important topics such as the Compensation Issue and the Wind Turbine project.

Goal #9 – Clarify vision of the University.

Clarification of the vision for internal and external stakeholders has been included in all of the meetings focusing on developing the new Strategic Plan. There has

been positive feedback from all audiences indicating that there is an understanding of the direction being proposed.

The reports of significant activities that follow are again identified as accomplishments under Strategic Thrust #1, the increase in the number of collaborative programs with the Department of Education, Strategic Thrust #4, to bring the community's image of UVI into better alignment with its contributions to the community, Strategic Thrust #8, to build a diverse financial base, and Strategic Thrust #12, to improve the student experience through improved academic programs, support systems and student services.

As usual, the full report provides details of division and department achievements in direct response to the majority of the Strategic Thrusts identified for fiscal year 2004-2005. Additional information that has come to the administration's attention since the distribution of the Board report will be addressed in the President's Update report.

Strategic Thrust 1
Increase the number of collaborative programs with the Department of Education intended to improve the quality of education in the territory.

Office of the Provost

The Research and Public Service area continues its collaboration with the Department of Education by making presentations and conducting other informational activities for the students of the territory. During the past quarter,

Strategic Thrust 1

Increase the number of collaborative programs with the Department of Education intended to improve the quality of education in the territory.

the Center for Marine and Environmental Studies (CMES) made 49 presentations to 805 students and 464 teachers/adults on environmental education, and the Small Business Development Center (SBDC) made presentations to the Addelita Cancry Jr. High School through the Youth Outreach Entrepreneurial Program.

Office of the Chancellor – St. Thomas

Education Division

As a service to the Department of Education, a six credit course entitled: “Internship for Practicing Teachers” was developed in the division and approved by the Curriculum Committee. The course will be offered for the first time in the Spring of 2005 for the first group of teachers. Presently, there are fifteen teachers signed up for the course. Teachers taking this course have already attained a Bachelor’s degree, but outside the field of education.

UVI Family Life Center

Between early October and November, the UVI Family Life Center (FLC) implemented the after school segment of its program. There were 33 participants ages 9 through 12 from the Kirwan Community and its environs who attend the Kirwan Elementary School, and who meet the *at risk for violent and anti-social behaviors* criteria. Activities were carried out in six components:

Strategic Thrust 1

Increase the number of collaborative programs with the Department of Education intended to improve the quality of education in the territory.

academic, personal and career development, recreational enrichment, and family bonding and highlighted the cultural development.

Office of the Chancellor – St. Croix

At the request of the Board of Education through the Provost, faculty of the St. Croix Education division developed an alternative Student Teaching course that will serve to assist in-service teachers to become certified. This course was developed by Drs. Jeannette Lovern and Kelly Kantz and was approved by the cross campus Education Division and the Curriculum Committee. Classes for this course, EDU470, commenced on both campuses this Spring 2005 semester.

Education Division

Drs. Jeannette Lovern, Kelly Kantz, and Paul Abney - coordinated a one-day workshop for the faculty of the Arthur A. Richards Junior High. Teachers at the school reported that this kind of workshop is greatly needed.

Science and Mathematics Division

The Saturday Science Awareness Academies for junior and senior high school students again had many more applicants than spaces. Faculty and staff in the division led two different academy sessions: Dr. Jennifer Spillman coordinated

Strategic Thrust 1

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and led the October sessions on chemistry, while Mrs. Diana Freas-Lutz led sessions on forensic science in December. There were 35 students in each session.

Under Dr. Spillman's leadership, the division participated in the second National Chemistry Week. One hundred elementary school students from the community were welcomed to the campus for an afternoon of hands-on chemistry activities that reflected the 2004 theme: chemistry and health. Faculty and 12 UVI students in chemistry, biology, and SCI 100 worked at different stations, guiding the students through the activities.

Strategic Thrust 2

Emphasize research programs that focus on local and regional social and economic problems

Office of the Provost

Research and Public Service

The Eastern Caribbean Center (ECC) conducted an *Introduction to ArcView GIS* course for eight members of the Solid Waste Authority staff and made a presentation to the V.I. Coastal Zone Management's First Student Oceans Conference, which was attended by approximately 120 students, teachers and scientists. The Center also submitted its final water quality report for the initial

Strategic Thrust 2

Emphasize research programs that focus on local and regional social and economic problems

phase of the Yacht Haven Redevelopment Project, a \$230 million project to transform the site of the old Yacht Haven hotel into a modern area of time shares, moorings, shops and office space with an outdoor amphitheater on the St. Thomas harbor.

The Cooperative Extension Service (CES) staff has been working with Magens Bay Authority as project consultant to develop a master plan for the maintenance and restoration of the Magens Bay Arboretum. CES is collaborating with Paradigm Design, Inc., to develop a booklet, The Magens Bay Arboretum, a Nature and Culture Showcase that outlines a comprehensive master plan for managing the 5-acre arboretum behind Magens Bay.

The Agricultural Experiment Station (AES) constructed a 50,000-gallon greenwater fish culture tank at Coral Bay Organic Garden Center, a vegetable farm on St. John, as part of a USDA grant from the Sustainable Agriculture Research and Education Program. The Aquaculture Program will supply tilapia fingerlings and work closely with this farm to teach aquaculture production techniques. In exchange for this technical assistance, the owners of the farm must make their facility available as a demonstration and training site for other prospective fish farmers.

Strategic Thrust 2

Emphasize research programs that focus on local and regional social and economic problems

Office of the Chancellor – St. Thomas

Humanities Division

In the Fall of 2004, Dr. Vincent O. Cooper was invited to and accepted to serve as sociolinguist in a Penn State University-based five year research project entitled the *Socio-Ecological Impact of Cruise Ship Tourism* in Alaska, Florida, Hawaii, and the Virgin Islands. In addition to faculty from Penn State University, other faculty involved in the project come from the University of Miami, the University of Hawaii, and the University of Alaska.

Nursing Division

The Division was notified September 30th that the Center for Minority Health and Health Disparities had awarded the Division over \$1.1 million over three years to establish an Export Center at UVI. The grant is a capacity building grant to enhance nursing faculty research capability, and to position the Division to seek additional funding in the next two and a half years for up to \$1 million a year.

V.I. Experimental Program to Stimulate Competitive Research (VI-EPSCoR)

Dr. David Smith attended the MM5 weather modeling workshop at the National Center for Atmospheric Research (NCAR) in Boulder, CO. While there, under the auspices of the NCAR Visitors Program, he worked with NCAR meteorologist Dr. Cindy Bruyere to set up the MM5 program to run weather modeling for the Virgin Islands. The trip was sponsored by VI EPSCoR.

Strategic Thrust 2

Emphasize research programs that focus on local and regional social and economic problems

Social Sciences Division

Faculty are involved with ongoing work in the KidsCount 2004 project and remain active members of the Allied Health Professional Council for the British Virgin Islands.

*Office of the Chancellor – St. Croix***Science and Mathematics Division**

Dr. Ketcham was involved in EPSCoR-Funded research: The Study of Genetic Diversity of Long-spined Black Sea Urchins to Improve Management of Caribbean Coral Reef Ecosystems. This research project should provide information that would ultimately help government managers of Caribbean coral reef ecosystems since this species of sea urchin plays an important role in maintaining healthy coral reefs in this region. The adult urchins crawl along the seafloor eating seaweed that otherwise would grow on top of corals, smothering and killing them. In 1983 an epidemic disease of these urchins swept through the Caribbean, killing about 99% of them. Following this, the health of Caribbean reefs suffered a serious decline for about 15 years. Gradually the numbers of these urchins have increased in isolated pockets around the region, accompanied by local improvements in reef health. This study will attempt to ascertain the source of the growing adult urchin populations, information needed by coral reef managers to promote the continuing growth of these populations.

Strategic Thrust 2

Emphasize research programs that focus on local and regional social and economic problems

This project will analyze DNA from adult urchins found around the US Virgin Islands and the wider Caribbean.

Dr. Michelle Peterson and Professor Roy Watlington submitted a Course Curriculum Laboratory Improvement (CCLI) grant to National Science Foundation

(NSF) entitled “Recommitment to Science General Education Reform through Review and Faculty Development”, the purpose of which is to strengthen SCI 100 by identifying challenges to its effectiveness and developing strategies – particularly faculty development – to meet the reality of faculty turnover within the course. Dr. Peterson also attended a Quality Education for Minorities (QEM) workshop with Dr. McKayle and Dr. Moolenaar that focused on strategies for the preparation of Historically Black Colleges and Universities Undergraduate Programs (HBCU-UP) grants. Not only was Dr. Peterson able to assist Dr. McKayle more effectively in the revision of UVI’s HBCU-UP grant, she was also able to apply the information gained to the preparation of the CCLI grant.

Libraries

The UVI Public Services Librarian, an Executive Council member of the Association of Caribbean Research University and Institutional Libraries (ACURIL), participated in that organizations’ Mid-Year Meeting held in Guadeloupe from November 19th – 21st. As a result, the Virgin Islands is now

Strategic Thrust 2

Emphasize research programs that focus on local and regional social and economic problems

being considered to host the 2006 winter business meeting, a conference that will bring recognition to the libraries of the territory.

Strategic Thrust 3**Increase collaboration and cooperation across organizational units**

Office of the Provost

Libraries

The St. Croix campus librarian presented basic Blackboard training for faculty to encourage use of that system for course delivery.

Four Librarians and one faculty member participated in an online conference in December on library/faculty collaboration for e-learning and integration of educational technology in the curriculum. The training will help UVI Librarians in the transition to the Libraries focus as a learning resource center, integrating information literacy, e-learning and classroom support under the restructured Information and Technology Services department. Additionally, Faculty are collaborating to reshape the information literacy program to include computer literacy standards.

Strategic Thrust 3

Increase collaboration and cooperation across organizational units

Research and Public Service

The Small Business Development Center (SBDC) taught business basics and superior customer service to UVI's Family Life Center and students of the Reichhold Center for the Arts and CES's 4H Summer Programs. SBDC collaborated with the Research and Technology Park to sponsor informational programs on Small Business Innovation Research (SBIR) and Small Business Technology Transfer (STTR).

Education Division

The Curriculum Committee of the University approved the Inclusive Early Childhood Education Bachelor of Arts Program in fall 2004. Seven cohorts of students on both St. Thomas and St Croix have proceeded towards completion of Associate degrees in Inclusive Early Childhood Education and approximately 180 students will be in the pool of students comprised of Department of Human Services grant recipients and Head Start employees.

Office of the Chancellor – St. Thomas

Business Administration Division

Business Division faculty and students worked with the Chancellor and Food Service personnel to develop a plan to provide a Coffee Cart that would extend the food service availability and delivery on campus. The endeavor would be run

Strategic Thrust 3

Increase collaboration and cooperation across organizational units

entirely by business students and be used to develop their business and entrepreneurial skills.

Student Affairs

The Career Counselor facilitated nine career development workshops and planned collaboration with Business 474 (Professional Development) to offer resume development and interviewing strategies to students.

Career Counselor appeared as a guest speaker in five classes discussing career development. Freshman Development (4 appearances), Science Seminar (1 appearance).

Professional Development

The Office of the Associate Chancellor (STT) sponsored an Audio Conference Interactive Session in November 2004 on Family Educational Rights and Privacy Act (FERPA) and Student Affairs Professionals. All senior staff in Student Affairs Division participated as well as members from the Enrollment Management Division and the Vice Provost for Student and Academic Affairs.

Strategic Thrust 3

Increase collaboration and cooperation across organizational units

Office of the Chancellor – St. Croix

Several campus units worked collaboratively to host a very successful campus Open House on December 9. Each academic division afforded 277 high school students the opportunity to experience the academic environment of the campus and be introduced to different programs, while various student clubs and organizations and the Academic Services and Student Affairs units afforded students a glimpse at life beyond the classroom.

Strategic Thrust 4

Bring the community's image of UVI into better alignment with its contributions to the community

*Office of the Provost***Research and Public Service**

CES held the annual World Food Day observance on October 17 in St. Croix and collaborated with the V.I. Department of Agriculture to hold the 22nd annual St. Thomas-St. John Agriculture & Food Fair on November 20-21, 2004. These two events attracted more than 8,000 participants who visited the educational displays, exhibits, product sales and interactive presentations as well as attended workshops on various types of food production. At the World Food Day activity, over 2,500 pounds of canned, non-perishable food items were collected by the youth of several elementary schools in conjunction with My Brother's Table and Rotary Clubs for the Haiti Relief effort.

Strategic Thrust 4

Bring the community's image of UVI into better alignment with its contributions to the community

The Research Publications Unit (RPU) published an anthology of Virgin Islands authors entitled *Seasoning for the Mortar: Virgin Islanders Writing in The Caribbean Writer Volumes 1-15*. The text is designed to showcase the writers in the territory and consists of poetry, fiction, drama and personal essays, which address a wide variety of themes that recur in the territorial and regional literature.

The Center for Marine and Environmental Studies (CMES) provided information on its programs to the V.I. community through the publication of nine local newspaper articles, three newsletter articles and one TV interview.

The Small Business Development Center (SBDC) conducted collaborative training with the New Image Foundation arts and crafts with special emphasis on local veterans, Work-Able, Inc., Department of Labor entrepreneurial training for 60 youth), V.I. Housing Finance Authority (credit and budgeting for 35 clients), Small Business Administration (youth training seminars for 105 attendees), First Bank of the Virgin Islands (bankers roundtable), Credit Bureau of St. Croix (finance workshop for 20 individuals), and the Chamber of Commerce.

The Athletics Department successfully hosted one of the largest National Collegiate Athletic Association (NCAA) basketball tournaments in the United States and Territories. The tournament – Paradise Jam - was successfully

Strategic Thrust 4

Bring the community's image of UVI into better alignment with its contributions to the community

televised live nationally on Fox Sports Net and Fox College Sports and was available in over 40 million homes. The national broadcast had extensive coverage of the University of the Virgin Islands.

The Sports and Fitness Center hosted 4,900 pre-school and grade school students to a special visit from Disney characters and local mascots on January 25 and 26. While being loads of fun, the activity also served as a lesson in Virgin Islands pride and keeping the island clean and litter free.

The University Center for Excellence in Developmental Disabilities, (VIUCEDD) hosted the Third Annual Voices that Count Conference for People with Disabilities and their Families on both St. Croix and St. Thomas October 18-19 and October 21-22, respectively. The conference was coordinated by VIUCEDD in collaboration with VI Advocacy Inc., the Department of Education/State Office of Special Education, Mental Health, Lutheran Social Services, Harvest, Department of Human Services/Vocational Rehabilitation Services, Sea View Nursing Facilities, Independent Living Centers of the Virgin Islands, Workable, VIFIND and the Virgin Islands Resource Center for the Disabled. Approximately 400 persons attended the conferences across both islands.

Strategic Thrust 4

Bring the community's image of UVI into better alignment with its contributions to the community

Office of the Chancellor – St. Thomas

Business Administration Division

The Business Division conducted a lecture series that involved different businessmen and women from the community. The lectures were associated with various courses in the Division but were open to the general public. The highlight was a presentation by Mr. Driehaus, President of Driehaus Capital Management, to a packed house in the Chase Auditorium that comprised students, faculty and people from the community.

Nursing Division

The Division's faculty and students participated in health promotion activities at the Agricultural Fair. Faculty and students brought visibility to the Division and the University through health promotion projects which targeted specific groups, including high school students, college students and parents of small children. There has been excellent media coverage of the Export Grant award. The Center Director, Dr. John Ruffin and the Delegate to Congress, Dr. Christiansen, visited the University to announce the grant award. Additionally, the press covered the visit to the Division of Attorney Beale, the administrator of the Bennie and Martha Benjamin Foundation whose grants have supported the Division's Audio Visual lab with computers and the Nurse Leader Lectureship Series.

Strategic Thrust 4

Bring the community's image of UVI into better alignment with its contributions to the community

Social Sciences Division

Two Division members, Drs. Hollis Liverpool and Malik Sekou appeared on the "Afternoon Mix" regularly. Also, Dr. Sekou has been actively involved with the Community Integration Team/CIT which provided a liaison between the Community and Police Department.

Student Affairs

The UVI Family Life Center continued to maintain partnerships that assisted in carrying out an after school program. These partners included: Department of Education and the Kirwan Elementary School to obtain after school snacks for participants and permission to access education resources, Michael .J. Kirwan Elementary that provided space to facilitate program activities; and the Peacemakers Soccer Club that assisted the UVIFLC in facilitating soccer activities.

Office of the Chancellor – St. Croix**Community Outreach**

In response to requests from the community, an additional section of golf has been added to the teaching schedule and there is now a class of senior citizens taking golf classes.

Strategic Thrust 4

Bring the community's image of UVI into better alignment with its contributions to the community

The Health Services Center, in collaboration with the Women's and Men's Coalition, sponsored a Domestic Violence workshop on October 12-14, 2004. Health Services Supervisor, Ms. Naita Salmon, together with the peer health educators, conducted a presentation at a "Drug Abuse Awareness Rally" for the Seventh Day Adventist Church on October 17, 2004. Health Services Supervisor and the peer health educators also collaborated with St. Croix Center Stage Art Life program in a skit performance during "Say No to Drugs" week October 28, 2004. The Virgin Islands National Guard Drug Demand Reduction Administrator also participated in this program. The Health Services Center in conjunction with the St. Croix Vocational School Licensed Practical Nursing program and the UVI Associate degree Nursing program organized to provide a First Aid Station and free blood pressure check at the annual UVI Family and Friends Weekend held on October 29-31, 2004. At the request of the Health Services Supervisor the St. Croix Rescue also participated in this event. The Health Services Center also sponsored a month long promotion, from November 15 – December 15, providing for a physical examination and Pap smear, at a discount, for all interested female members of the St. Croix campus community. The Health Services Center collaborated with St. Croix community agencies to sponsor "Women/Girls HIV and AIDS" women's workshop on World AIDS Day, December 1, 2004.

Strategic Thrust 4

Bring the community's image of UVI into better alignment with its contributions to the community

Several on and off-campus units, the Office of the Associate Chancellor, the Humanities Division, the Student Government Association, the Golden Key International Honour Society, Student Activities, and WTJX 12, collaborated to host the forum "St. Croix Votes, VI Election 2004" on October 12-14, 2004, in the continuing tradition of Ideas and Issues. All senatorial aspirants as well as the three congressional candidates were invited to attend the three night event, which was then rebroadcast to the Virgin Islands community via channel 12. The average attendance each night was approximately 110 persons.

The Division of Student Affairs hosted the UVI Family and Friends Weekend from October 29-31, 2004. The activities included a night of bowling, dancing, karaoke, food, softball, horse riding, pig chasing and a fun day that largely targeted community involvement.

Institutional Advancement

Public Relations Office (PRO)

Strategic initiatives undertaken by the UVI PRO during the fall of 2004 enhanced the University's image locally, regionally and globally. Via news releases, media appearances, publications, advertising and an ongoing Web presence, the Public Relations Office was able to bring the community's image of UVI into better alignment with its contributions to the community.

Strategic Thrust 4

Bring the community's image of UVI into better alignment with its contributions to the community

The Public Relations Office, in collaboration with the Office of the President, provided the University community with information on key UVI initiatives including Academic Restructuring and Program Rationalization, a proposed Faculty and Staff Compensation Package, a UVI Conflict of Interest and Disclosure Policy and the 2006-2012 Strategic Plan.

The PRO designed and coordinated the placement of generic University ads in *Destination U.S. Virgin Islands* magazine, the *Healthcare Professionals Journal*, the Reichhold Center for the Arts *Playbill* and the 2004 edition of *UVI Magazine*.

The Public Relations Office held training sessions on each campus to acquaint faculty and staff with the details of UVI's new "Specializing in Futures" brand campaign. The "Specializing in Futures" brand employs a unified style for all print collateral and broadcast copy. Working with members of the University community, the PRO and Sahara Communications developed an approved color palette, typesetting fonts and advertising copy, which utilizes a target marketing approach. The PRO secured the delivery of an 8-minute UVI promotional video, which is slated to air on E-Entertainment in April. The Public Relations Office coordinated promotional photography sessions with Dr. Ragster as well as photography at donor events on St. Thomas and St. Croix.

Strategic Thrust 4

Bring the community's image of UVI into better alignment with its contributions to the community

Publicity and promotional campaigns, as well as broadcast appearances heighten the community's awareness of UVI. The PRO coordinated press coverage of the V.I. EPSCoR Kick-Off at Government House on St. Thomas, a ribbon-cutting ceremony at the St. Croix campus information kiosk, and the planning of a press conference to announce a \$1 million grant UVI received from the National Institutes of Health to stimulate research and fund outreach into the area of minority health disparities in the Virgin Islands.

Additionally, the Public Relations Office obtained advance publicity for the International Conference on Caribbean Literature, World Food Day, the St. Thomas St. John Agricultural Fair, and the Miss UVI Competition. The PRO secured guests for UVI's monthly appearance on Virgin Islands Public Television as part of a new half-hour television program called, "I'll Take the Meeting."

PRO staff wrote and disseminated press releases on a number of topics including: The Universities Consortium for Small Island States, the World Food Day Teleconference, UVI's CELL qualifying to receive International Association of Continuing Education and Training (IACET) continuing education credits, and the crowning of new Miss UVI 2005.

The PRO enhanced the University's growing online presence by making a "Specializing in Futures" brand identity style guide and sample advertising and

Strategic Thrust 4

Bring the community's image of UVI into better alignment with its contributions to the community

marketing materials accessible from the UVI home page. The PRO also posted a holiday home page and updates to pages for the Blackboard course delivery system, the St. Thomas campus Security Office, Student Housing, the EPSCoR newsletter, the Registrar's Office, and the UVI Athletics web site.

The Public Relations Office published the 2004 edition of *UVI Magazine* and placed it online. Monthly issues of Dateline UVI were also published and placed online.

Reichhold Center for the Arts (RCA)

The Reichhold Center's 26th Season (2004-2005) began with a few personnel changes Mrs. Pamela Sanes, former Business Manager and Ms. Denise Humphrey former Technical Operations Manager, have been appointed Co-Directors of the Reichhold Center in the absence of Mr. David Edgecombe, who is on study leave pursuing a Ph.D., Mr. Myrshem George, former Box Office Supervisor and recent UVI graduate, is now the Marketing Manager.

The season opened in October with El Gran Combo out of Puerto Rico. This performance marked the Center's first attempt to initiate a simultaneous season launch on both St. Thomas and St. Croix. The Center plans to continue sharing its season with the St. Croix community.

Strategic Thrust 4

Bring the community's image of UVI into better alignment with its contributions to the community

RCA's Digital Media Institute (DMI) was commissioned by the Department of Tourism Film Commission Office to assist in producing a series that bridges the VI community with the film industry. The series, "A Conversation With..." is a forum in which an established director or producer shares his or her views on the film industry and then screens one of their works. This first event showcased Michael Schultz, movie and television producer/director, and his work, "Woman Thou Art Loose", (adapted from T.D. Jakes' book with the same title). This program was produced on both St. Thomas and St. Croix and was a great success. The Department of Tourism plans on continuing this series in the near future.

The Puerto Rico Symphony Orchestra rounded out the month of October with a spectacular concert showcasing the versatility and talent of Mrs. Lorna Freeman-Dennis.

In November, Isaac Hayes gave a remarkable performance to over 1000 patrons. He attended a VIP cocktail reception, for donors, subscribers and friends of the Reichhold hosted by Café Amalia. RCA also assisted with the production of the Miss UVI Pageant, worked with the Virgin Islands Council on the Arts in producing the Olive Dance Company, and worked with the Forum in taking a closer look at the inner workings of the television industry with the program "An Evening with Robert Breech", (executive producer for David R. Kelly Productions:

Strategic Thrust 4

Bring the community's image of UVI into better alignment with its contributions to the community

Ally McBeal, The Practice, Boston Public and Boston Legal). Working on such projects with the Department of Tourism and the Forum in the fields of film and television helps to promote the need for establishing the Digital Media Institute since they involve the use of digital media technology and provide alternative career opportunities.

Oliver Samuels and Company returned to the territory Thanksgiving weekend to three sold-out performances between St. Thomas and St. Croix.

The usual Christmas Rentals returned this year: the UVI Christmas Concert, the Territorial Court Rising Stars Steel Orchestra, and the Virgin Islands Institute for the Performing Arts. And, for the first time-ever, the RCA played host to President Ragster's "End of Year Celebration" which was a successful event.

Strategic Thrust 5

Increase the participation of the Board of Trustees in the achievement of the Strategic Plan.

The Board of Trustees members participated in all major events at the University this period, including campus visits, Kiosk Dedication on St. Croix, Donor Receptions, Holiday gatherings, Reichhold Center Season events and Legislative Budget hearings.

Strategic Thrust 6
Establish a Research and Technology Park on St. Croix

UVI continues to serve as the interim manager of the Research and Technology Park. The management report is included under a separate tab in the Agenda Book.

Strategic Thrust 7
Create an organizational capability to engage in local consulting activities

Office of the Chancellor – St. Thomas

Education Division

The chair of the division represented the University as a part of the Department of Education Alliance at Brown University’s “Standards Assessment and Accountability Initiative.”

Strategic Thrust 8
Build a diverse financial base, which balances operating funding needs against long term financial requirements for sustainable growth.

Office of the Provost

Research and Public Service

The Center for Marine and Environmental Studies (CMES) received \$156,924 from the Department of Planning and Natural Resources for a 3-year project on territorial monitoring and \$44,000 for a 1-year sediment monitoring project. Small Business Development Center (SBDC) received \$10,000 from First Bank of the

Strategic Thrust 8

Build a diverse financial base, which balances operating funding needs against long term financial requirements for sustainable growth.

Virgin Islands for special economic development oriented projects and program delivery. Eastern Caribbean Center (ECC) was the recipient of a grant for \$192,000 from the Office of Insular Affairs, Department of the Interior, to conduct a mapping of selected areas of the Virgin Islands and to subsequently conduct a household survey to gather data on income and expenditure that will update the market basket of goods and services and the VI consumer price index.

Annual surveys with a focus on the University's key performance indicators and monitoring graduates success in entering graduate school and securing jobs in their respective fields were completed by Institutional Research and Planning (IRP).

Training for office personnel in managing federal grants and cooperative agreements was hosted by the Title III/Sponsored Programs Office and VI-EPSCoR. Training in software applications was also made possible by a Title III grant. Institutional Research and Planning received funding from Title III to create a code book and training manual for departments that service students.

Office of Sponsored Programs / Title III

There were 14 awards received by UVI for October – December 2004 that were facilitated by and/or submitted to federal and local agencies through the Office of Sponsored Programs totaling \$2,510,698. The Office of Sponsored Programs

Strategic Thrust 8

Build a diverse financial base, which balances operating funding needs against long term financial requirements for sustainable growth.

has submitted five proposals totaling \$3,819,866 to federal and local agencies to support a variety of initiatives.

Office of the Chancellor – St. Thomas

Nursing Division

The University of South Florida, Florida/Caribbean AIDS Education and Training Center (FCAETC) sub-grant for \$114,000 supports 70% FTE release time for faculty during the academic year. The recently awarded grant will support 140% FTE during the Spring semester. Only one full-time faculty will need to be added for the Spring. Other instructional needs will be fulfilled by part-time persons. A request for funding to the Bennie and Martha Benjamin Foundation to upgrade the clinical lab is still pending.

Office of the Chancellor – St. Croix

The campus received grant funding in the amount of \$20,000 from the VI Energy Office's Discretionary Grant Program for the project "Building Retrofit for A/C and lighting energy reduction. It also received a green light in the Department of Planning and Natural Resources' Drinking Water Capital Improvement Grant Program to provide engineering specifications and plans for the alternate water improvement project. Grant funding for this project is \$76,360.

Strategic Thrust 8

Build a diverse financial base, which balances operating funding needs against long term financial requirements for sustainable growth.

Institutional Advancement

Annual Giving Fund

The Annual Giving Fund has raised \$305,664.25 between September 1, 2004 – January 31, 2005. Unrestricted giving for this period accounts for \$61,470.00 with restricted giving totaling \$238,323.55. Gifts-in-kind have netted a total value of \$5,870.70. The 2004-2005 campaign goal is one million dollars.

Institutional Advancement (IA) has kept in contact with alumni and donors at a record pace for the 2004-2005 campaign through direct marketing, community outreach, donor events and face-to-face meetings.

IA successfully hosted a Sea Side Chat at the President's residence in the fall of 2004. Several prospects with high giving potential acquired information on the University as well as shared their perspectives on the outputs of the University. Additional Sea Side Chat sessions have been scheduled for 2005 on St. Thomas and St. Croix.

The 2003-04 donor appreciation events took place on February 9th and 10th on the St. Thomas UVI campus. The UVI Partners' Circle donors of \$10,000 and above had a dinner at Dr. Ragster's home on Wednesday, February 9th. The reception for the Paiewonsky & Founders Circle was held at the Reichhold

Strategic Thrust 8

Build a diverse financial base, which balances operating funding needs against long term financial requirements for sustainable growth.

Center on Thursday, February 10th . The St. Croix donor appreciation events will be held during the month of March.

Mr. Mitchell Neaves was hired as the new Director of Annual Giving. Mr. Neaves scope of responsibilities include the oversight of the Annual Giving component as well as working with the Alumni Association.

Institutional Advancement has developed two new publications to emphasize the Annual Giving goals to the community and UVI constituents: The Annual Giving Application and The Annual Giving Brochure.

The Cornerstone Group has completed its review of Institutional Advancement, as directed by the Development Committee of the Board of Trustees. A document of their findings and recommendations has been forwarded to the President.

Alumni Affairs

In January 2005, the Thurgood Marshall Scholarship Fund (TMSF) selected the UVI Alumni Association as the recipient of the TMSF's National Alumni Council Awards for Outstanding Achievement in Membership Award for schools under 3,000 full-time students – Small Size. UVI's Alumni Association will receive this

Strategic Thrust 8

Build a diverse financial base, which balances operating funding needs against long term financial requirements for sustainable growth.

award at the National Presidents' & Member Schools' Professional Conference Opening Reception in Houston, Texas on March 6, 2005.

Ms. Deanna Rogers, UVI Alumni Association President, was appointed to the Board of Trustees as the first alumni association representative to serve on the University's Board.

Strategic Thrust 10

Meet customer and territorial needs for non-degree and non-traditional programs

Office of the Provost

Community Engagement and Life Long Learning Program (CELL)

The total gross revenues for fiscal year 2003-2004 as of this date is \$109,000 and the total number of students trained so far is 150. A donation of \$15,000 was made by Globalvest Management Company, an EDC Company, in support of CELL Programs.

Research and Public Service

The Center for Marine and Environmental Studies (CMES) trained Department of Natural Resources (DPNR) staff and two UVI students in nitrox scuba diving and hosted a First Aid/CPR course for staff, faculty and students at the University. CMES also trained 12 UVI students in scientific scuba diving

Strategic Thrust 10

Meet customer and territorial needs for non-degree and non-traditional programs

techniques and awarded them Professional Association of Diving Instructors (PADI) diving certificates. CMES in conjunction with VI-EPSCoR sponsored a science seminar series and organized 17 guest lectures that were attended by 400 students and V.I. community members over the course of the semester.

SBDC assisted over 30 independent entrepreneurs in securing more than \$1 million in small business funding.

CES conducted the fourth in a series of short courses on computer literacy and record keeping for 25 farmers and members of farm families. A 6-week short course to enhance the management and marketing skills of small livestock producers was also conducted by CES in collaboration with AES, the V.I. Department of Agriculture, and the St. Croix Farmers in Action. Nineteen certificates of completion were awarded to local farmers.

SBDC exceeded its fiscal year goals by sponsoring 66 training events for a total of 1,446 attendees and counseling 774 business clients.

Office of the Chancellor – St. Thomas

Nursing Division

The Division has been working closely with the Provost and CELL to initiate training for Home Health Aides certification. This program is slated to begin in February 2005.

Strategic Thrust 11
Develop unique programmatic identities for each campus.

Office of the Chancellor – St. Thomas

Education Division

The Education Division on the St. Thomas Campus serves as one of the units that engage in outreach programs. Presently, the Master of Arts in Education with a Supervision and Administration concentration located at the University of St. Martin is nearing an end. The Comprehensive Examination was administered on December 10, 2004.

UVI recently signed an agreement with the H. Lavity Stout Community College to offer a Bachelor of Arts Degree in Elementary Education. Twenty-six students are currently enrolled in the program which began Spring 2005.

Office of the Chancellor – St. Croix

Process Technology Program

The Process Technology Program entered its third year of existence in the fall semester of 2004 and continues to experience growth in student enrollment. At the close of registration in November 2004, there were forty-four students enrolled in the program – an increase of 12 students from the number enrolled during the fall semester in 2003. Five students completed the requirements for the Associate of Applied Science (AAS) Degree in Process Technology in December of 2004 and all five students are currently employed at HOVENSA

Strategic Thrust 11

Develop unique programmatic identities for each campus.

L.L.C. as process technicians. To date, a total of twelve students have successfully completed the program.

Reserve Officer Training Corp (ROTC)

There are currently three students in the program. Recruitment efforts are underway to meet target enrollment of eight students in Fall 2005.

Strategic Thrust 12

Improve the student experience through improved academic programs, support systems and student services

Office of the Provost

The Financial Aid Office has been conducting financial aid workshops at local high schools and throughout the community. Three hundred students and parents attended these workshops. Approximately 96 new student applications were processed for spring 2005. The electronic application process has seen more accurate applications and quicker turn around.

*Office of the Chancellor – St. Thomas***Business Administration Division**

A group of twelve Business and Accounting students accompanied by Professor Sharon Simmons attended the National Association of Black Accountants

Strategic Thrust 12

Improve the student experience through improved academic programs, support systems and student services

(NABA) Conference in Atlanta, Georgia. This was a professional development experience for those students and was so positive that they are now working on a local conference to take place in spring 2005 for the benefit those students who were unable to attend the Atlanta conference.

Humanities Division

The Humanities Division received funding from the University to create a Writing Center which provides tutoring for UVI students in writing and other general education classes. The Center is linked to English composition classes. So far feedback from the various divisions whose majors have utilized the Center has been positive.

The Modern Language Student Academic Exchange Program continues to provide both UVI and Mexican students with a culturally enriching experience. For the Spring semester 2005, four UVI students are attending Universidad Internacional The Center for Bilingual Multicultural Studies (UNINTER) in Cuernavaca, Mexico and one student from UNINTER is completing the second semester at UVI.

Nursing Division

The Division has explored a number of vendors of outcome assessment that are predictors of success on the National Council Licensure Exam for Registered

Strategic Thrust 12

Improve the student experience through improved academic programs, support systems and student services

Nurses (NCLEX-RN). The company Assessment Technologies Institute (ATI) has been selected to provide seniors with online comprehensive predictor and assessment testing beginning in January 2005. The Division has also agreed to do Beta testing for ATI with students. Based on positive evaluation of experience with this vendor, the Division will seek to begin an integrated outcome assessment of all clinical areas, beginning with the first clinical course. This process will require additional fees for each student each semester.

Science and Mathematics Division

Alexia Mintos a mathematics major received funding from the Provost's Office k to attend the Joint Mathematical Association of America and American Mathematical Society (MAA/AMS) Meetings in Atlanta, January 4—8, 2005. A team was formed from UVI to enter and compete in the Putnam Mathematical Competition, on December 4, 2004. The Putnam is an annual event, and is the most prestigious mathematics competition for undergraduates in North America. The students were Meria Marcel, Andre Francis, and Gurnish Sahni, all of whom have been on "Afternoon Jams" on Radio One to discuss their experience.

UVI Senior Andre Francis garnered one of the top awards in the chemical sciences category at the recent Annual Biomedical Research Conference for Minority Students in Dallas, Texas. Twenty-eight UVI students joined Francis and more than 1,000 other minority students at the November 10-13 conference.

Strategic Thrust 12

Improve the student experience through improved academic programs, support systems and student services

Student Affairs

In November 2004, Ms. Shakima Stoutt,a junior in the Pre-Med Technology Program, was selected as Miss UVI for 2004-05. This effort was coordinated by Student Government Association and the Office of Student Activities.

Four student leaders from the University of the Virgin Islands joined more than 300 college students at the Thurgood Marshall Leadership Institute, held October 29 through November 1 in New York City. The students were Ivan Connor, Jasmine Buttolph, Alkin Paul, and Thamarah Gomes.

Office of the Chancellor – St. Croix

Science and Mathematics Division

Two students accompanied by Drs. Stuart Ketcham, Jennifer Spillman, and Michelle Peterson, attended the first Oceans Awareness Conference, sponsored by the Division of Coastal Zone Management of DPNR. This conference drew students from high schools throughout the territory, as well as from both campuses of UVI, to learn more about the challenges facing the coastal marine environment. In the latter portion of the day-long workshop, students were divided into teams, given a problem, and had to work together to suggest solutions. The teams then presented their results. This workshop also provided

Strategic Thrust 12

Improve the student experience through improved academic programs, support systems and student services

an opportunity for the teachers accompanying the student representatives to network and learn more about the agencies involved in coastal marine issues.

Dr. Stuart Ketcham was one of three faculty members from the Science and Mathematics Division (Ketcham, McKayle, Stoltz) to attend a Minority Access to Research Careers (MARC) Supplement grant workshop at Santa Cruz, California from January 7-11, 2005. The focus of the workshop was to assist with reform in the increase of quantitative skills in science, but more particularly in Biology.

Five members of Student Government Association from the St. Croix chapter represented UVI at the National Conference on Student Leadership in Orlando, Florida, November 20-23, 2004. The students included Onage Ghanie (Vice President), Kim Phillip-St. Hall (Junior Senator), Carla Bastian and Chantal Connor (Sophomore Senators), Amilee Milstead (Freshman Senator), and Mr. Clint Ferris SGA Advisor. The conference is a student certified leadership conference where participants take a certification exam at its conclusion.

During the month of October 2004, Ms. Bette Worley, President of the National Student Exchange (NSE) Program and Mr. Wendel Wickland, Vice President, visited both campuses of the University of the Virgin Islands. On St. Croix, solutions for many of the issues raised were either already in place or slated for implementation in this academic year. The National Student Exchange Program

Strategic Thrust 12

Improve the student experience through improved academic programs, support systems and student services

subsequently sent a letter of commendation to Mrs. Miriam Osborne-Elliott, Counseling Supervisor and St. Croix NSE Coordinator for her role in orchestrating a well run and responsive program on the St. Croix campus.

The peer counselor leadership component of Title III 2004-2005 funded stipends for nine counselors. Recruitment activities and interviews for peer counselors were conducted in September 2004. A 16-hour intensive certification and re-certification training was conducted during October 2004. Nine peer counselors participated in the training- four veterans (returning) and five new recruits.

Interviews for one peer leader were conducted in November 2004 and a peer leader was hired to start at the beginning of the spring 2005 semester. The peer counselor leader is supervised by the staff psychologist and functions as a leader for the peer counselors as well as an adjunct to LAP. The peer counselors provided support to the student community through presentations, one-on-one interactions, and guided activities.

As part of spring 2005 orientation and in conjunction with the Division of Social Sciences, the First Annual UVI Authors' Fair and Book Signing was held on January 12, 2005. UVI faculty members Dr. Arnold Highfield, Dr. David Gould, Professor Marvin Williams, Dr. Simon B. Jones-Hendrickson, and Dr. Denise Bennerson read selections from their recently published books.

Strategic Thrust 12

Improve the student experience through improved academic programs, support systems and student services

The featured speaker for spring 2005 orientation was Mr. Dennis Rahiim Watson whose topic was “100 Challenges Facing Students of Color in the 21st Century.” This program was co-sponsored by the Office of the Associate Chancellor, Student Activities Office and the Small Business Development Center.

Strategic Thrust 13

Direct the composition of enrollments to achieve revenue generation targets using directed marketing programs

Office of the Provost

A new outreach strategy has been implemented with the District of Columbia’s Tuition Assistance Grant Program (DCTAG) which allows residents of the District of Columbia to attend UVI and pay in-territory tuition. The District of Columbia pays the difference between the in-territory and the out-of territory tuition.

Enrollment Management

Revenues from tuition and fees have increased due to the increase in tuition and fees. When compared to Spring 2004, Spring 2005 full-time enrollment is up 4%; graduate enrollment has declined; and total student enrollment is down 4%. Directed and enhanced marketing should continue in order to grow enrollment.

Strategic Thrust 13

Direct the composition of enrollments to achieve revenue generation targets using directed marketing programs

Office of the Chancellor – St. Croix

Several campus units, assisted by 30 students, worked collaboratively to host a very successful campus Open House on December 9. Together the academic divisions afforded 227 high school students the opportunity to experience the academic environment of the campus and be introduced to different programs. The Process Technology program was presented by Prof. Eric Douglas while two student members of the Math Boosters Club introduced the students to programs in Mathematics.

Strategic Thrust 14

Improve the university's ability to attract and retain faculty and staff by enhancing the work experience, opportunities for professional development and satisfaction.

Office of the Provost

As a result of an ongoing assessment of responsibilities and following the vacancy created by the resignation of the St. Thomas campus librarian, functions of two positions on the St. Thomas campus were reorganized. The Campus Librarian position was restructured to include responsibility for management of library computer systems on both campuses. The Systems Librarian position was changed to Collection Development/Information Literacy Librarian. This person will guide selection/deselection activities to support the focus identified by the Library Committee of the Faculty in response to the recent assessment of the

Strategic Thrust 14

Improve the university's ability to attract and retain faculty and staff by enhancing the work experience, opportunities for professional development and satisfaction.

age of the collections, and to support information literacy requirements mandated by Middle States.

Office of the Chancellor – St. Thomas

Humanities Division

Dr. Patricia Harkins-Pierre received a grant sponsored by the Provost's office to organize a successful children's literature conference at UVI November 12 -13, 2004.

Office of the Chancellor – St. Croix

In collaboration with Morehouse College and Purdue University Calumet, the campus hosted the highly successful 6th International Conference on Caribbean Literature. Several members of the faculty presented at the conference which afforded UVI the opportunity for visibility among similar programs and the opportunity to attract humanities faculty.

Dr. Jennifer Spillman and Mrs. Diana Freas-Lutz attended a Laboratory Health and Safety workshop in Puerto Rico that focused on regulations and practices to be observed in laboratory facilities. Their report will assist the campus to more satisfactorily address laboratory practice and safety issues.

Strategic Thrust 14

Improve the university's ability to attract and retain faculty and staff by enhancing the work experience, opportunities for professional development and satisfaction.

Dr. Paul Abney attended the 2004 Annual Conference of the Middle States Commission on Higher Education in Philadelphia, PA from December 4 - 8, 2004, while Dr. Kelly Kantz attended the Early Childhood Council for Exceptional Children's Conference in Chicago, IL from December 5 - 8, 2004.

A major restructuring of the Libraries and Information Technology units is underway. The merger of these units will allow the institution to focus on consolidation of and improved services in the areas of video-conference and audiovisual support, the integration of course delivery instruction and more timely and appropriate support for all campus computer labs.

The Chancellor's office is developing a marketing plan for the residence halls that will assist in determining the future of housing on the St. Croix campus

Strategic Thrust 15

Ensure that the academic quality of UVI programs is equal to comparable group of competitive institutions

Office of the Provost

Libraries

Instruction sessions in the St. Croix campus library increased dramatically from 21 for Fall 2003 to 34 for Fall 2004. Due to turnover in staff in the St. Thomas Library during the past year, the increase was not as dramatic. However, this is

Strategic Thrust 15

Ensure that the academic quality of UVI programs is equal to comparable group of competitive institutions

expected to change in Spring 2005 as positions are filled and as the science librarian implements VI-EPSCoR training objectives.

One hundred eighty-eight (188) students were surveyed as part of the libraries' assessment activity in support of UVI's comprehensive assessment project. This activity will continue in the Spring 2005 Semester.

Research and Public Service

The Water Resources Research Institute (WRRI) not only successfully passed its five-year program evaluation by a team from the U. S. Geological Survey (USGS), it was named as one of the five exemplary institutes. The USGS State Water Resources Institute program consists of 54 institutes in the states and territories of the United States.

Office of the Chancellor – St. Thomas

Nursing

This has been confirmed by the Nursing Program's recent accreditation by the National Council Licensure Exam for Registered Nurses (NCLEX-RN). Sea View Nursing Facility will be utilized as a clinical site, after a three year hiatus. This will enhance the clinical experiences of students in Fundamental and Medical Surgical courses. On going curriculum meetings are devoted to assuring the quality of nursing curricula and instruction.

Strategic Thrust 18

Upgrade the university's physical, technological and human resources to enable the achievement of the vision and goals

Capital Projects

During the last quarter of 2004 the primary focus was on planning for upcoming major Capital Projects, Energy Conservation and the renovation and adaptive reuse of the Student Activities Center and Faculty East- Middle for CELL.

St. Thomas Capital Projects recently completed or underway at this time include:

Student Activities Building Renovations is complete.

- Exterior and interior complete. Final cleaning complete.
- Commuter lockers on site and mailboxes in transit. Does not impact use.
- Physical Plant provided lock cores. Miscellaneous hardware on order.
- Building available for staff occupancy; mail room available late January.

Faculty East Housing to accommodate CELL is Complete

- Interior construction substantially complete. Painting and doors underway.
- Electrical and Information Technology infrastructure substantially complete; air conditioning (AC) equipment on site and installed.
- Windows are installed; existing roof and walls receiving remedial attention.
- Facility will be available for late January use.
- Survey and planning for parking development underway as separate project.
- Site lighting plan under development.

Strategic Thrust 18

Upgrade the university's physical, technological and human resources to enable the achievement of the vision and goals

Harvey Administration and Conference Center Renovation

- Plans updated for program changes and revised for code compliance by architect.
- Plans and specifications given to pre-qualified contractors December 15, 2004 for familiarization.
- Mechanical & Engineering plans under review for electric and AC loads and solutions prior to Request for Proposals (RFP).
- RFP for long lead items (windows and elevators) are being sought
- Selective demolition completed on ground level (levels 2 and 3 complete)
- Bidding scheduled in January for multiple prime contracts.
- Major work to start in February.

Marine Science

- New lab/classroom framed at Level 1; walls finished one side.
- Lower level corridor walls extended to under deck to improve AC and sound.
- Lab casework on order (March) and new lockers delivered.
- New windows ordered L-1 and 2; February-March installation anticipated.
- New Compressor/tank rooms project permit application submitted CZM/DPNR.
- New launch ramp and dock improvements under design review. Permits pending.

Strategic Thrust 18

Upgrade the university's physical, technological and human resources to enable the achievement of the vision and goals

Virgin Islands Environmental Resource Station (VIERS) Upgrades

- Renovation plans complete and DPNR process underway.
- Bid process for renovations underway. Attempting to reconcile levels of resources to scales of projects.

Faculty West-Upgrade and Conversion-Underway

- Windows on site. Exterior wall improvements will begin late January.
- Interior layouts under revision with user groups; buildings 5 & 6 ready May 1.
- Building 4 conversion plans from 1 2-bedroom unit to 2 1-bedroom units underway.

Etelman House

Plans for Phase II renovations received Cabinet approval. Windows have been ordered and rough plumbing underway. Completion of phase II west main level and lower level sleeping units in June.

Wind Turbine Project

- The potential for a wind turbine located on the STT Campus has been acknowledged and pursued.
- A Letter of Intent has been executed and due diligence is underway by USVI Wind LLC.

Strategic Thrust 18

Upgrade the university's physical, technological and human resources to enable the achievement of the vision and goals

- Survey data has been gathered and the base site drawing is complete.
- GE se 1.5 Megawatt wind turbine has been identified for installation at area behind Physical Plant Building.
- Legal and permitting aspects of the project are under examination.
- The goal would be an operating system prior to the end of 2005.

Campus Electric System Assessment

Engineers Hill & Bell and Spots, Stevens and McCoy are evaluating the power distribution systems on St. Thomas to ensure that the University has a consistent plan and program by which its present and future needs can be evaluated. The work entails confirming existing layouts and capacities as well as recommending and designing for future accommodations. The engineers are assisting with energy conservation measures as well as providing technical assistance in selecting fixtures and controls.

Miscellaneous STT Projects Underway:

- South Dorm (East Side) exterior caulked and sealed.-complete.
- CA -AC –second chiller ordered for Spring install.
- Science Lab renovation being planned with Science Dept. consultants.
Dept. needs more planning and programming time before renovation can be committed.

Strategic Thrust 18

Upgrade the university's physical, technological and human resources to enable the achievement of the vision and goals

- Reichhold Ticket Office roof repaired. Developing program for improvements with staff, coordinated with planned maintenance issues.
- New Library 35 station computer lab underway with early February completion anticipated.
- Parking and Roads-planning improvements for North Dorm Parking/Main Entrance.
- Sidewalks, Library Parking, Social Sciences Parking along with Faculty East area.

STT Campus Fire and Security Alarm System is Complete.

The new central digital fire alarm to all residence halls, library and upper campus academic buildings as well as the CA Building and the Sports and Fitness Center have been completed. The system is reporting to the Campus Security Center.

Office of the Chancellor – St. Croix

The campus used the December 2004 holiday break to upgrade a number of physical facilities and to complete some outstanding projects. Stage curtains, production lights and a color television monitor have been added to the cafetorium to increase the provision of educational and recreational programming. Walkways connecting the Cafetorium and the Residence Hall to

Strategic Thrust 18

Upgrade the university's physical, technological and human resources to enable the achievement of the vision and goals

the Evans Center were completed, enhancing the campus' ability to address the needs of the physically challenged, to ensure ADA compliance, and to address inclement weather conditions. A walkway has been added in front of the Business Office to aid wheelchair customers.

A new fume hood for the EC 208 laboratory has been installed, a welcome replacement for the old hood that compromised lab safety. The campus purchased and sited a 1,000 gallon gas tank with dispensing nozzle for emergency fuel reserves.

Major renovation work was completed to convert classroom EC 902 into a computer lab. This space is expected to house 24 computers and to assist in addressing the Middle States Standards for information literacy incorporated into the curriculum. The campus continues to upgrade the female and male restrooms, upgrade the physical and plumbing infrastructure and install new stalls, toilets, sinks, counter top, tiles and a/c and other vents. Motion sensors are also being installed to assist in energy conservation.

The campus has experimented with an alternate wood material that is a derivative of recycled plastic to replace existing wood railings. The information kiosk, dedicated in October, is now complete. Solar lights have been installed

Strategic Thrust 18

Upgrade the university's physical, technological and human resources to enable the achievement of the vision and goals

and an electronic bulletin board is now on-line. Landscaping has also been completed.

The St. Croix campus installed an ATH machine in the Business Office and a digital surveillance camera system was made operational. Two cameras have been placed in the Research and Extension Center building, a venue for several recent equipment thefts, and a camera was also placed in each computer labs in the North West Wing, making a total of four digital surveillance cameras on the campus. A dedicated T1 line to the RTP offices was installed and activated.

St. Croix Capital Projects recently completed or underway at this time include:

Campus Electric System Assessment

Engineers Hill & Bell and Spots, Stevens and McCoy are evaluating the power distribution systems on St. Croix to ensure that the University has a consistent plan and program by which its present and future needs can be evaluated. The work entails confirming existing layouts and capacities as well as recommending and designing for future accommodations. Primary focus in late-2004 early-2005 is the redistribution of power for Evans, Research and Extension Center and North West Wing, as well as assuring that the future needs of the campus can be accommodated.

Strategic Thrust 18

Upgrade the university's physical, technological and human resources to enable the achievement of the vision and goals

Information Kiosk completed in October 2004 by St. Croix Physical Plant. Site design by Capital Projects.

North West Wing Additions

- Preliminary programming and site discussions held with Chancellor and Architect.
- Survey completed by Mosely Associates.
- Architect agreement completed and design schedule is pending.

Library Windows

- Assisting St. Croix staff with developing replacement program for deteriorating steel window frames and glass replacement with tinted Low E glass.

Roads/Drainage

- Surveys/planning underway for new South road as well as West boundary berm.

ADMINISTRATION AND FINANCE

Fiscal Year 2005

The University Budget Committee (UBC) met during this quarter and worked on the University's Budget for Fiscal Year 2004-2005. The UBC recommended an operating budget of \$38M to the Cabinet for approval.

As part of the sustainable budget process the UBC will meet in the near future to commence the process of developing budget strategies for Fiscal Year 2005-2006. The strategies will be forwarded to the Cabinet for review and approval.

Ad Hoc Committee on Compensation (AHCC)

On October 28, 2004 President Ragster received a petition and a resolution which had been signed by approximately 200 members of the University community. The resolution proposed that all available funds be used to fund past due merit increases. In response to both the resolution and sentiments expressed regarding the Board approved FY2004-05 Compensation Adjustment Plan, President Ragster organized an Ad Hoc Committee on Compensation (AHCC) to assist in the development of a proposal(s) that will be presented for consideration to the University's Board of Trustees.

The AHCC, chaired by the Vice President for Administration and Finance, Mr. Vincent Samuel, met six times and developed two options for consideration by University faculty and staff. At the Board of Trustees Executive Committee

Administration and Finance

meeting on December 14, 2004, Mr. Samuel presented the results of the AHCC in which the employees, faculty and staff, voted for the Board of Trustees to consider the use of available funds to pay out accumulated merit and adjust the salary base of eligible employees.

University Wide Projects

UVI Energy Conservation Program:

Capital Projects is developing an outline for University-wide energy management and conservation. With the University's electrical bill projected to be \$2 million in 2005 major cost avoidance steps must be implemented. While a wind turbine will reduce use/cost, equal savings can be achieved by improving controls and scheduling equipment use, continue installing sensors to energy efficient lighting, replacing incandescent bulbs with compact fluorescents, and instituting a program of PC computer efficient operation based on the "**Turn It Off**" Program

Utility Inventory and Evaluations:

Entered into agreement with Spots, Stevens and McCoy to review UVI utilities on both campuses and work with Capital Projects/Physical Plant to develop a short and long range plan for power on both campuses. Evaluation of Evans, North West Wing, Research and Extension, Paiewonsky Library, Reichhold and Harvey are among the tasks contracted. On site service commenced December 1.

Administration and Finance

Human Resources

Benefits

An increase in the Government's Group Health Plan occurred effective October 1, 2004. Fifty-percent (50%) of the cost of the increase was passed on to all University employees enrolled in the Plan, while the University absorbed the remaining 50%.