

# MESSAGE FROM THE PRESIDENT

Reporting Period: June 4, 2004 – October 1, 2004

## Introduction

Since the June 2004 Board meeting, the administration has undertaken and supported a number of significant activities that collectively helped to enhance the institution's image in local and national academic arenas. Among these are the following:

- The Office of the President hosted the 10<sup>th</sup> Annual Summer Institute for Future Global Leaders in the Caribbean on the St. Thomas campus. Forty-nine students, representing 36 universities in the Caribbean, the United States, Virgin Islands, Africa, Asia and Central America, participated in the leadership development training. The theme of the two-week institute, from May 24 to June 5, 2004, was *Global Leaders for a Dynamic Environment*," which focused on the type of training needed for leaders who will function in a global environment.
- The Office of the President planned and successfully conducted fall convocation for the University community, in conjunction with the opening of the 2004-2005 academic year.
- Formalized capital projects initiatives scheduled over the next two years, specifically, area distribution for components in the Harvey Administration and Conference Center, conversions of Faculty Housing East and West, and timelines for achieving priorities.

- Appeared at the Budget Hearing before the Finance Committee of the Legislature for the University's 2004-2005 appropriation.

During this reporting period the University was affected, although minimally, by Hurricane Ivan and Tropical Storm Jeanne, requiring the closing of the campuses for a total of three days, August 31, September 15 and 16, 2004.

Similarly to the previous quarter, the reports of accomplishments and significant activities are again most outstanding 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 reports that follow provide details of division and department achievements in direct response to a majority of the Strategic Thrusts identified for fiscal year 2003-2004. 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 University, through the Provost, recently signed a collaborative agreement with the VI Department of Education to participate in a program which aims to increase the number of pre-college students who are interested in careers in teaching and health related areas. Through this agreement, UVI will provide space for program activities as available, assist in curricular assessment, and be actively involved in programmatic activities.

The Provost and Chair of the Education Division continue to participate in the planning and implementation of VI Department of Education programs which address the compliance agreement and No Child Left Behind mandates.

#### Research and Public Service

The Cooperative Extension Service' Summer Academy 2004 offered 250 Virgin Islands' youth a mix of academics and fun. The academy, held on St. Croix, St. Thomas and St. John provided interactive programs in science, personal development, modeling, sewing, writing, art, nutrition, Mini-Society, box gardening, marine activities, and computer technology. This year the camp on St. Thomas also offered a specialty camp for children between the ages of 8 -12 with an interest in science. This camp was funded by the V.I. Energy Office.

**Strategic Thrust 1**

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

Other community partners playing a role in the success of the camp included the Department of Education.

The Small Business Development Center (SBDC) made presentations on Steps to Starting a Business in the USVI and provided assistance in programs on life skills and money management in a youth outreach program for high schools on St. Croix and St. Thomas.

Virgin Islands University Center for Excellence in Development Disabilities (VIUCEDD)

Eight (8) students who participated in the Inclusive Early Childhood Education (IECE) program received AA degrees in Spring 2004. However, in response to new Federal mandates for teacher certification and credentialing, VIUCEDD has worked in collaboration with UVI Division of Education and the V.I. Departments of Education and Human Services to expand the existing IECE Program into a Bachelor's Degree Program.

In Spring 2004, the 6<sup>th</sup> Annual Early Childhood Conference was held on St. Thomas and St. Croix. Two hundred professionals and parents attended this conference on St. Thomas and 375 attended on St. Croix. The conference was designed to bring research and best practices to the early childhood education,

**Strategic Thrust 1**

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

health, social services community, and parents in the Virgin Islands. VIUCEDD worked in collaboration with the Part C Program; the Child Care and Development Fund; the Division of Children, Youth and Families; the Head Start Program; Early Childhood Special Education, Early Head Start; the Division of Curriculum, Instruction and Technology; and the Maternal Child Health to both plan and sponsor this conference.

Thirteen (13) students on St. Thomas and nine (9) students on St. Croix completed six credits of course work in School Psychology in the summer of 2004. This specialist degree program is grounded in a scientist-practitioner model of professional preparation in which students receive a solid foundation of accumulated knowledge in core areas of psychology and education and through practicum and internship experiences learn to apply scientific methods to the assessment of pupils. Graduates of the program will be competent to use a wide range of assessment techniques, consult with families and school/clinic professionals, design educational and counseling interventions tailored to individual children experiencing educational problems, and evaluate the effectiveness of those interventions.

**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 Chancellor – St. Thomas***Education Division**

The division worked with the V.I. Department of Education to prepare teachers for Board certification, in keeping with the No Child Left Behind mandate and offered two required courses: Edu. 302/Special Education and Edu. 350/Educational Technology. In Fall semester 2004 many teachers seeking certification are enrolled in a number of undergraduate courses, resulting in undergraduate enrollment increase of approximately 111.

**Science and Mathematics**

The UVI Summer Science Enrichment Academy served 48 local high school students this summer. The students spent six weeks living on the St. Thomas campus while taking classes and completing projects in science and mathematics.

**Student Affairs**

The University of the Virgin Islands Family Life Center (UVIFLC) conducted a four week Summer Enrichment program with 34 children ages 9 to 12 who attended the Michael J. Kirwan Elementary School and who were found to be at risk for violent and anti-social behaviors.

**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 Chancellor – St. Croix*

More than 40 students from the three middle schools participated in the Future Nurses of St. Croix program, a program funded by the Health Resource and Services Administration (HRSA) Workforce Diversity grant. This is the second year of the grant and an addendum has been submitted for additional funding of \$27,000 which will be used to fund scholarships for students currently receiving grant funding.

The Junior Summer Science Enrichment Academy hosted by the Division of Science and Mathematics and coordinated by Dr. Michelle Peterson was a success. There were three two-week sessions with a total of fifty-nine students. The focus was on Lego Robotics and Net Logo. In closing ceremonies participants demonstrated to parents and friends what they had learned.

## **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) made a presentation during National Public Health Week at the Department of Health Forum on “Collection, Analysis, Utilization and Dissemination of Data.” The ECC also discussed the assumption of the conduct of the annual Behavioral Risk Factor Surveillance System (BRFSS) telephone survey with the Department of Health. The Director of ECC as President of the Caribbean Studies Association (CSA) presented the Presidential Address in a plenary paper, “Implications of the Free Movement of Labor under Caricom’s Single Market and Economy” at the 29<sup>th</sup> Annual Meeting of the CSA in St. Kitts from May 31-June 5.

The Cooperative Extension Service and the Agricultural Experiment Station organized and conducted the Ninth Annual Caribbean Urban and Community Forestry Conference and the 40<sup>th</sup> Meeting of the Caribbean Food Crops Society (CFCS) on St. John with approximately 300 participants on June 14-18 and July 19-23, 2004, respectively.

As a result of the CFCS conference, many professional and institutional partnerships were strengthened and new linkages were formed for future

**Strategic Thrust 2**

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

regional collaborations. In addition to UVI's Research and Public Service units, other sponsors of the conference were the VI Department of Agriculture, the VI Port Authority, the Department of Tourism, the West Indian Company, Ltd., and the Caribbean Food Crops Society.

The Small Business Development Center, in collaboration with corporate sponsors, FirstBank Virgin Islands and the St. Thomas/St. John Chamber of Commerce, hosted the Honorable Hector V. Barreto, the 21<sup>st</sup> Administrator of the United States Small Business Administration (SBA). This trip, held in July, was the first official visit to the US Virgin Islands by the Administrator since he was unanimously confirmed by the U.S. Senate in July 2001. Mr. Barreto, one of America's highest-ranking small business advocates, was welcomed by a reception, and delivered the keynote address at a Bankers' Roundtable.

SBDC also held an awards banquet and presented awards to several small business persons of the year, citizen awards, corporate awards, entrepreneurial success award and the business advocate of the year.

**Strategic Thrust 2**

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

*Office of the Chancellor – St. Thomas***Social Science Division**

Faculty from the Division were involved in various projects this quarter which included the KidsCount 2003 project and provided research and writing for KidsCount 2004 Data book. The Division also developed and conducted 36 hours of training for the BVI Guidance Counselors on Child Development and Behavior Disorders of Childhood.

The Faculty of the Social Science Division was appointed to the newly formed Allied Health Professional Council for the British Virgin Islands and was involved in drafting rules and regulations for registration of Allied Health Professionals.

*Office of the Chancellor – St. Croix*

Six Emerging Caribbean Scientists have been involved in research on the St. Croix Campus this summer. They met weekly and presented their research to peers and mentors. These students are expected to share their research with larger audiences during the fall both locally and nationally.

### **Strategic Thrust 3**

#### **Increase the collaboration and cooperation across organizational units**

##### *Office of the Provost*

##### Research and Public Service

In an effort to further the collaborative efforts across organizational units, staff of RPS units serve on various steering and advisory committees, both internal and external.

The Small Business Development Center (SBDC) collaborated with the Future Business Leaders Association (FBLA), the International Council on Small Businesses, the Small Business Administration and the Women's Business Center in many outreach programs including seminars, media appearances, open houses, and camps. SBDC also collaborated with UVI's Family Life Center.

ECC's Conservation Data Center prepared an evaluation report of its collaboration with the divisions of Science and Mathematics and Social Sciences in student learning on Introducing GIS to UVI Classrooms.

Center for Marine Environmental Services (CMES) collaborated with ECC and CES for two Virgin Islands Marine Advisory Service (VIMAS) workshop series on

**Strategic Thrust 3**

Increase collaboration and cooperation across organizational units

Geographic Information Systems and Marine and Environmental Informal Education.

**Libraries**

UVI Librarians facilitated a planning meeting of the Association of Caribbean University Research and Institutional Libraries (ACURIL) members and representatives of Latin American & Caribbean Centers (LACC) in Florida to discuss vision, mission, and governance issues related to the development of a Caribbean digital collection. The meeting was held at the University of Puerto Rico, Rio Piedras. The collaborative and technical options modeled by the UVI digitization project were key components of the discussion.

*Office of the Chancellor – St. Thomas***Humanities Division**

The English Area on the St. Thomas campus developed a Writing Center proposal and received Title III funding on the St. Thomas campus that complements the Center on the St. Croix campus. The coordinators of both Centers have met and will collaborate for the benefit of the students who will be using the Centers to help improve their writing proficiency. The Center began operations in September.

**Strategic Thrust 3**

Increase collaboration and cooperation across organizational units

The modern language area obtained funding to organize a workshop led by Dr. Jonita Greany of Florida State University, on foreign language instruction that included full-time and part-time instructors from St. Croix and St. Thomas. Feedback on the workshop has been unanimously enthusiastic and positive.

**Strategic Thrust 4**

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

*Office of the Provost*

The Cooperative Extension Service in partnership with the Agricultural Experiment Station, the St. George Village Botanical Garden, the V.I. Department of Agriculture, the V.I. Department of Tourism, and BioImpact, Inc. celebrated the 8<sup>th</sup> Annual Mango Melee & Tropical Fruits Festival on July 11, 2004 on St. Croix. This event brought over 3,000 community residents and visitors to the St. George Village Botanical Garden to partake in the over 40 varieties of mangoes and other exotic tropical fruits and related value-added products that are available in the Virgin Islands.

**Strategic Thrust 4**

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

The Research Publications Unit (RPU) recently released Volume 18 of *The Caribbean Writer*. This volume features a special section on the acclaimed Haitian writer, Edwidge Danticat and on two cultural icons from the U.S. Virgin Islands—the semi-mythical Butty and the renowned artist Charles Abramson. Additionally, the poetry and fiction components include work by Virgil Suarez, Thomas Reiter, Garfield Ellis, and Kei Miller. Art by Virgin Islanders and book reviews by an international gathering of critics and intellectuals are also highlighted in this publication.

The Center for Marine and Environmental Studies (CMES) VIMAS unit was involved in various activities which included co-sponsoring “A Night at the Movies” with St. Croix Environmental Association to show the East End Marine Park Video and “Cities of Coral” NOVA special to 50 attendees, 2 mangrove walks and coral reef snorkel trips for Eco-Camps at Virgin Islands Environmental Resource Station (42 campers and 8 adults), wetlands presentation to Camp KEEP students (10 students and 2 adults), 3 snorkel trips for Department of Housing, Parks and Recreation Swimming Camp (30 students and 4 adults) and a snorkel trip for Environmental Association of St. Thomas-St. John to Neltjeberg Bay (16 attended).

CMES was also highlighted in the St. Croix Environmental Association’s Newsletter featuring VIMAS agent doing an Earth Day presentation at EcoFair

**Strategic Thrust 4**

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

and launched a weekly VI-EPSCoR science seminar series for the fall semester.

A CMES staff member was also invited to be a guest participant in a nationally recognized PADI diving program for persons on St. John with diabetes.

**UVI -Community Engagement and Life Long Learning (CELL)**

UVI-CELL has submitted an application for accreditation by the International Association of Continuing Education and Training (IACET) so that UVI Continuing Education Programs will be accredited. The objective of this initiative is to increase the image of the University as well as developing quality standards surrounding continuing education programs. The application has been accepted and reviewed. The site visit occurred on August 23-25, 2004.

**Sports and Fitness Center**

The Athletic Department installed an 80 x 30 foot motorized curtain backdrop in the Sports and Fitness Center. This roll up and down curtain was installed to help give events such as commencement a first class professional appearance. The \$15,000 cost of this motorized curtain was paid by a Department of Interior grant obtained by the Athletic Department.

**Strategic Thrust 4**

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

### Virgin Islands University Center for Excellence in Developmental Disabilities (VIUCEDD)

VIUCEDD staff conducted sensitivity and awareness workshops on disability issues, including information about the American's with Disabilities Act (ADA), to government departments and private agencies. Six (6) workshops were conducted for 150 staff of the Departments of Labor and Public Works (including bus drivers). VIUCEDD staff also conducted training for professionals and service providers (67 individuals) at the Moravian Church on St. Croix and for caregivers and staff at Herbert Grigg Home for the Aged (13 persons). A recent issue of the VIUCEDD magazine "*Harambee*" was devoted to increasing public/employer awareness about the ways in which individuals with disabilities offer employment possibilities to business and agencies throughout the Virgin Islands.

VIUCEDD conducted computer training classes for individuals with disabilities and an art program for children with disabilities during the summer of 2004. The computer classes were designed to improve the functional literacy and enhance the computer skills of students with disabilities in Virgin Islands community.

Seven (7) individuals learned how to create and edit files, use short-cuts, attachments, set-up wall paper and email functions in the computer training.

Fourteen (14) children participated in the Art Institute which was held at the Roy Lester Schneider Hospital. The computer training classes are part of an ongoing

**Strategic Thrust 4**

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

outreach effort to the Virgin Islands community of individuals with disabilities.

The art program will be repeated on St. Thomas and expanded to St. Croix in fall 2004.

The Virgin Islands Assistive Technology Foundation is now fully operational. The governing board established by VIUCEDD has been meeting regularly and is currently helping develop a marketing plan for the program. The program has received wide coverage by the media with interviews conducted on the radio and television and there have been several newspaper articles. An informational brochure is ready for distribution. This program is designed to help improve access to assistive technology through the provision of low cost loans for the direct purchase of assistive technology devices. Four applications have been processed and one loan in the amount of \$1,000.00 has been approved.

*Office of the Chancellor – St. Thomas*

**Business Administration Division**

The Business Administration Division conducted a summer program for high school students in the territory financed by International Capital Management Company. The summer program introduced 18 high school juniors and seniors to business concepts through lectures and presentations by business

**Strategic Thrust 4**

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

professionals in the community. Two of the senior students enrolled in the program are now enrolled in the Business Administration Program.

### Humanities Division

The Virgin Islands Writing Project contributes to the development of student literacy in the Virgin Islands public schools. The Division's theater productions exposed students to significant contributions to the literary and artistic works. Prof. Rosary Harper served as Humanities Advisor for the Pistarcle Theater production of *Harriet Tubman*. Speech Instructor Janet Mescus coordinated questions and answer sessions on Radio I with students and the director after the production.

### Student Affairs

In August 2004, sixty five (65) parents attended the New Student Orientation Program sessions, which were designed especially for parents of new students. Sessions such as Letting Go, and Family Educational and Privacy Act and Parents 101 were well received.

### *Office of the Chancellor – St. Croix*

The Health Services Department, in collaboration with VICARE, provided an HIV/AIDS awareness, prevention and testing workshop on September 8, 2004. The Department has also created a monitoring program to log and track those

**Strategic Thrust 4**

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

individuals seen in the Health Center with hypertension, diabetes and hypercholesterolemia.

*Institutional Advancement***Public Relations Office (PRO)**

In collaboration with the President's Office, the PRO is coordinating the development of a video documentary series with Studio Five Film and Videotape Productions, headed by Virgin Islands videographers Ray and Erik Miles. The series will chronicle the territory's living treasures - individuals who figure prominently in the history of the U.S. Virgin Islands. The series will be a broadcast-quality archival record that will be available for purchase. A viewers' guide will be developed to facilitate the series' use by schools.

The Public Relations Office coordinated the acquisition of several major print advertisements this summer. The back cover of the Economic Report for the U.S. Department of the Interior's Office of Insular Affairs contained a specially designed full-page ad featuring the University of the Virgin Islands. The Office of Insular Affairs' economic report is distributed to federal administrators, heads of industry, as well as public and private financial managers throughout the U.S. and abroad.

**Strategic Thrust 4**

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

The PRO coordinated the placement, in the September 2004 issue of *EBONY Magazine*, of a full-page color advertisement, as well as a 1/3 page ad and accompanying editorial copy. The September issue featured Historically Black Colleges and Universities (HBCUs). The PRO also negotiated the purchase of a full-page ad in *Destination Virgin Islands*, a consumer travel magazine featuring the U.S. Virgin Islands. *Destination Virgin Islands* is distributed at U.S. airports.

Publicity and promotional campaigns, as well as broadcast appearances heighten the community's awareness of UVI. The Public Relations Office was instrumental in securing the St. Thomas campus as a location for a Banco Popular television commercial, which was shot in July. In addition, the PRO facilitated the shooting of a "V.I. Now" promotional video for the territory, featuring both UVI campuses.

UVI Web and internet promotion centered upon updates and links added to the UVI website by the PRO. The Public Relations Office placed fall semester updates, final exam schedules, new student orientation schedules, the academic calendar and class schedules online, as well as presidential remarks to the Senate Finance Committee and Convocation presentations. In addition, the Institutional Advancement website was updated and improved, as was the UVI library internet site. The UVI student handbook was corrected and posted online, as was a UVI alumni slide show. The Public Relations Office also prepared and

**Strategic Thrust 4**

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

optimized the delivery of an online version of the UVI catalog, as well as the development and production of a CD version.

**The Reichhold Center for the Arts (RCA)**

The 25<sup>th</sup> Anniversary season (2003-2004) closed with a new record in the highest audience attendance for every Reichhold Center event. Each show averaged 1000 or more in audience capacity. This is the first time the Center has seen such numbers.

Starfest's 10<sup>th</sup> Anniversary production saw its first completely sold out performance. Currently RCA is marketing the videos of this production for retail. The spin-off television show, currently named "What It Takes," has been postponed for two years in order to do appropriate research and to build a financial base to support this program.

As usual, June was the busiest month for rentals for the RCA with the Addelita Cancryn Junior High School Graduation, Caribbean Dance Company Recital, and All Saints Commencement. At the end of June, RCA produced the Tito Nieves Latin Concert.

The Season closed with Oliver Samuels and Company's "Christopher Cum-bucus." Initially slated for one night on St. Croix and one night on St. Thomas, the

**Strategic Thrust 4**

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

RCA added an additional evening on St. Thomas. All shows were completely sold out on both islands.

The Adult Digital Video Workshop (ADVW) is now completed for this season.

The RCA was able to conduct three adult workshops. Ed LaBorde, Film Commissioner for the Department of Tourism, taught the classes. The participants enhanced their skills and all enjoyed the workshops. The RCA is currently drafting a schedule for the new season.

The Youth Moviemaking Workshop (YMW) ran from on June 21 to July 7, with two premieres. "Not My Paradise" is a documentary on concerns about the future of the youth of the Virgin Islands. Specifically, it addresses the questions of whether youth should leave the territory when faced with limited, or non-available opportunities locally. "The Miss-Conception" took a comedic look into teen pregnancy. The YMW program saw its largest class this year, with 12 students from all three islands participating. Ryan Saunders, the instructor, was supported through the Mid-Atlantic Arts Foundation to conduct this summer's workshop. The premiere was well attended with over 150 supporters of the students and the program.

The Youth Television Workshop (YTW) after-school program completed its first year. In the fall the product, "WORD," will be aired on local television. "WORD"

**Strategic Thrust 4**

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

consisted of 13 episodes dealing with issues concerning the youth of the Virgin Islands. The RCA is currently in the process of putting together the episodes and seeking underwriters.

The 26<sup>th</sup> Season (2004-2005) was launched at the Business After Hours held at the Reichhold Center on September 2, 2004. The video presentation of the upcoming performances was presented to an enthusiastic crowd. The Starlites Band was engaged for the evening and provided a nice touch to the occasion. The RCA sold several subscriptions to the season at this event.

Mr. David Edgecombe is on leave for a year to work on his Ph.D. In the interim the Director's position will be jointly filled by Mrs. Pamela Sanes, Business Manager and Ms. Denise Humphrey, Technical Director. They will be responsible for the day-to-day running of the RCA.

The RCA was the venue for the National Guard ceremony on September 18 for 68 returning soldiers from Afghanistan and Cuba.

The RCA continues to aggressively market all its events, programs, projects, and facility rentals to increase revenues, as well as, seek grants and sponsorship. Newly identified areas such as further developing the capabilities of the Digital

**Strategic Thrust 4**

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

Media Institute component, "Buy A Seat" campaign, the Production Services to include: marketing campaigns, hospitality and ticketing services and establishing an equipment and props rental business are all parts of the new initiative to increase revenues at the Reichhold Center.

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

*Office of the Chancellor – St. Croix*

To accommodate a dedicated T1 service for the Research and Technology Park, 2 each 4" schedule 40 pvc conduits, approximately 1,500 feet, were laid from Centerline Road along the west boundary to the telephone closet adjacent to the suite BB now occupied by the Research and Technology Park.

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

*Office of the Provost*

UVI - Community Engagement and Life Long Learning (CELL)

UVI-CELL along with an Implementation Team worked to develop criteria for a database that will house information on faculty, staff and others who could serve

**Strategic Thrust 7**

Create an organizational capability to engage in local consulting activities

as consultants. This unit will be responsible for populating and maintaining the database as well as seeking consulting opportunities.

A consulting needs assessment was conducted by CELL and 64 entities (government agencies, non-profits, and corporations) expressed a need for either customized corporate training or consulting services. In addition, CELL has identified over 30 individuals and companies who have expressed a desire to join our consulting services consortia. This should position CELL to meet the 2005 \$100K target set for consulting services.

The \$50K FY2003-2004 gross revenue goal for consulting and professional services has been exceeded. Total gross revenue from contracts is \$93K.

*Office of the Chancellor – St. Thomas*

Nursing Division

Faculty consulted with the Hospital Board on the possibility of the hospital's Licensed Practical Nurse (LPN) students continuing with the UVI Bachelor of Science (B.S.N.) nursing program in August. While not formalized through the Division, faculty members engaged in various consulting activities through their service on community boards, and their availability for enquiries about health

**Strategic Thrust 7**

Create an organizational capability to engage in local consulting activities

care issues. Faculty Board representation include the Diabetes Council, Virgin Islands Medical Institute, and the Human Services Day Care Regulatory Council.

**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 (RPS)

The Eastern Caribbean Center received a \$52,282 grant from the Office of the Governor to conduct the 2004 Virgin Islands Community Survey and a grant of \$14,500 from the Disney Conservation Fund in partnership with the United States Geological Survey to study the distribution of coral diseases within the VI National Park.

## Libraries

The Libraries developed and submitted separate proposals to Title III to expand and enrich print and audiovisual resources to support integration of information literacy in academic programs, to support the continued maintenance of the Libraries' automated system, and to facilitate use of educational technology in

**Strategic Thrust 8**

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

classrooms. Two of these proposals have been funded, and the third is awaiting a decision. These initiatives will assist the libraries and the University in addressing Middle States standards for reaccreditation, standards that demand the integration of information literacy skills into the curriculum.

The Libraries received a donation of scholarly materials from the Association of Virgin Islands Psychologists. These resources were selected by members of the association to support studies in the discipline.

**Research and Public Service (RPS)**

The Center for Marine and Environmental Studies received \$122,864 from Title III to enhance student learning and faculty research productivity within the MacLean Marine Science Center. Over \$2,000 was generated from lab and boat fees and the center received donated equipment from visiting researchers from California State Northridge, University of Mississippi, USGS, and two graduate students from the University of Kansas.

**UVI-Community Engagement and Life Long Learning (CELL)**

UVI-CELL entered into the following three memoranda of understanding:

**Strategic Thrust 8**

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

- Homeland Security for a total of \$81K to implement and manage awareness training programs (\$16K of the total will go to UVI-CELL for management of the program).
  
- Public Safety has allocated \$12K to CELL to conduct 911 customer service training. The program is currently being developed and the target date for commencement is October 2004.
  
- UVI-Cell has partnered with the Gemological Institute of America (GIA) to bring to the Virgin Islands professional training for the jewelry industry. The one week program is the Accredited Jewelry Professional Program (AJP). To be certified, the students must pass an exam in order to receive dual certificates; one from UVI and one from AJP.

**Office of Sponsored Programs / Title III**

There were 19 awards received by UVI for June – September 2004 that were facilitated by and/or submitted to federal and local agencies through the Office of Sponsored Programs totaling \$3,435,515. The Office of Sponsored Programs has submitted ten (10) proposals totaling \$1,099,627 to federal and local agencies to support a variety of initiatives.

**Strategic Thrust 8**

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

*Office of the Chancellor- St. Thomas*

## Nursing Division

Funding to continue the collaborative relationship with the University of South Florida, Florida/Caribbean AIDS Education and Training Center (FCAETC) was approved for \$114,000 for a third year beginning July 1, 2004. This will support 85% FTE release time for faculty during the academic year.

*Office of the Chancellor – St. Croix*

The St. Croix Nursing Division received a grant from the Benny and Martha Benjamin Foundation in the amount of \$31,000.00 for the purchase of new simulated lab equipment. These funds will be used to purchase five beds with over bed and side tables, and three additional mannequins that have both breath and heart sounds.

The Director of Business and Facilities Services, Peter Abrahams, applied for and 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." The campus also received a green light on DPNR's Drinking

**Strategic Thrust 8**

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

Water Capital Improvement Grant Program to provide engineering specifications and plans on its alternate water improvement project. Grant funding for this project is \$76,360.

*Institutional Advancement*

## Annual Giving Fund

The Annual Giving Fund for 2003 – 2004 has raised \$925,738.85 (September 1, 2003 – August 31, 2004) in restricted and unrestricted funds. Cash contributions (Business Office) amounted to \$777,978.85 (\$119,983.99 or 15% of which is Unrestricted) and in-kind contributions amounted to \$273,038.38. In this report period a solicitation of UVI Faculty and Staff by Faculty Emeritus, Judith Grybowski, was launched. Dr. O. Anne Treasure hosted a fundraising reception on St. Croix on behalf of the University on September 11, 2004. Approximately forty persons attended.

## Foundation for the University of the Virgin Islands

For the period September 1, 2003 to August 23, 2004 gifts to the Foundation for the University totaled \$147,760 (\$9,515 or 6% of which is Unrestricted). This figure is included in the Annual Giving total cited above.

**Strategic Thrust 8**

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

On Wednesday, September 29, 2004, the Foundation met and approved its annual grant in the amount of \$745,209.00 payable to the University of the Virgin Islands for the 2004 budget year.

**Development**

A Title III proposal was approved in the amount of \$12,100 which provided funds for the Administrative Staff of the Institutional Advancement component to participate in a much needed professional development activity related to upgrading the current Raisers Edge software, improving data integrity and expanding users' knowledge and skill levels.

A proposal for carry forward monies from Title III (2004) has also been submitted. This request is specifically designed to offset the costs associated with securing a consultant firm, which will be tasked with the responsibility of assessing the current readiness of the component to embark on a major capital campaign, and its current operational configuration and effectiveness, as determined by industry benchmarks. A preliminary visit was made by Lisa Bennett, The Cornerstone Group, in August 2004. Her report is pending.

**Strategic Thrust 8**

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

### Alumni Affairs

Gift contributions for the 2003-04 Alumni Phonathon for the reporting period totaled \$1,714.99.

A partial grant award in the amount of \$2,500.00 was received from the Thurgood Marshall Scholarship Fund (TMSF) to cover expenses for an Alumni Training Workshop. UVI competed among 44 other TMSF schools and was granted one out of ten \$5,000 awards to organize and implement the workshop locally.

### Community Engagement

The St. Thomas/St. John Alumni Chapter staged its second annual Alumni Recognition Award Breakfast on Saturday, June 5, 2004, at L'Escargot Restaurant on St. Thomas. Five UVI alumni were recognized for their contributions to the St. Thomas/St. John community. More than 150 persons attended.

UVI President continued the "Reach Out" initiative to alumni through the following initiatives:

- Met with a group of UVI alumni during her attendance at the Caribbean Studies Association conference in June on St. Kitts, West Indies.

**Strategic Thrust 8**

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

- Hosted a welcome reception on Friday, August 20 for the leadership of the UVI Alumni Association who attended the Alumni Training Workshop co-sponsored by TMSF. In addition to the St. Thomas/St. John chapter officers, representatives traveled from Florida, Georgia, St. Croix, St. Kitts and Antigua for the workshop. The president gave remarks at the workshop which was held at the UVI Small Business Development Center on Saturday, August 21. Thirty alumni from UVI and several other TMSF schools attended the all-day session.

- Hosted a reception for alumni on Thursday, August 26 at the St. Croix campus Great House. Approximately 75 persons attended.

UVI President nominated the Alumni Association for a TMSF Outstanding Achievement in Membership award for the school category under 3,000 full-time students. In 2003-04, the Association registered 100 annual members at \$25.00 each, and twenty-seven (27) lifetime members at \$250.00 each, which represented more than a 100% increase over the prior year.

## **Strategic Thrust 10**

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

*Office of the Provost*

UVI - Community Engagement and Life Long Learning

CELL has significantly exceeded the FY2003-2004 objectives for the strategic thrust. The targeted gross revenue from training for this period was \$150K and total student target 150. To date, the total gross revenues for training is \$148,800K. It is expected that the revenue target will be exceeded once revenues for current and planned courses for the balance of the fiscal year are included. The total number of students trained for FY2003-2004 is 426 which exceeds by 280% the 150 target.

Research and Public Service

The Agricultural Experiment Station's Aquaculture Program held its Sixth Annual Aquaponics and Tilapia Aquaculture Short Course during June 20-26. For the second straight year attendance reached full capacity of 33 students. The students came from three territories, the U.S. Virgin Islands, Puerto Rico and American Samoa; 12 states, Alabama, Arizona, California, Florida, Georgia, Illinois, New York, Oregon, Pennsylvania, Texas, Washington and West Virginia; and five foreign countries, Canada, Dominican Republic, Grand Cayman, South Africa and St. Martin.

**Strategic Thrust 10**

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

The Small Business Development Center collaborated with the Department of Human Services, Office of Intake and Emergency Services, in the basic skills sets for “training the case workers” on how to stress to their clients the importance of understanding revenue and expenses – and to how to “make ends meet” on a budgetary basis. The Department has a growing concern that too many of their clients do not have a complete understanding of the concept. Therefore, with the SBDC’s assistance of training the case workers, an immediate and positive impact can be registered on the residents regarding their overall financial management skills. SBDC also hosted several computer based training in QuickBooks Pro, Microsoft Excel, Word, Publisher and Power Point.

Cooperative Extension Service (CES) also collaborated with the University of Florida on June 9-10 and held the first of three workshops as part of a National Initiative of Internationalizing Extension. Twenty-five (25) participants engaged in two days of information sharing, experiences, and expertise relative to the Extension Service. This new program is funded by Cooperative State Research Education and Extension Service (CSREES)-United States Department of Agriculture (USDA) and is designed to assist land-grant universities to bring an international focus to Extension programming. Funded for the first year with a \$9,000 grant, the UVI Extension program involves collaborative work with institutions in Grenada, Dominica and the British Virgin Islands.

**Strategic Thrust 11**  
**Develop unique programmatic identities for each campus.**

*Office of the Chancellor – St. Thomas*

Education Division

The Division offers a Master of Arts in Education (MAE) Degree at the University of St. Martin and recently completed the MAE Program at the H. Lavity Stout Community College (HLSCC) in Tortola, BVI with more than fifteen students graduating this spring. The Division is finalizing an articulation at HLSCC for an undergraduate program in Elementary Education, which is planned to begin this semester.

*Office of the Chancellor – St. Croix*

Course offerings in the ROTC program, approved at the June meeting of the Board of Trustees, began this fall. The program resides in the Social Sciences Division, and is offered in partnership with the University of Puerto Rico, Mayaguez, which serves as the host school, the U.S. Army and the Virgin Islands National Guard. Two military officers have been added to campus personnel to coordinate and teach courses in the program. Due to the late approval of the program, the enrollment is small, but is expected to grow.

## **Strategic Thrust 12**

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

*Office of the Provost*

#### Enrollment Management

UVI is participating in a special project that is funded by the American Association of Higher Education (AAHE) for the purpose of increasing student retention. Schools participating in the project, Building Engagement and Attainment of Minority Students (BEAMS) commit to designing and implementing programs to address student concerns that are identified through a national survey, the National Survey of Student Engagement (NSSE). During summer 2004, four individuals from UVI attended a summer institute funded by AAHE at which participants were assisted by experts in student services programs to develop specific reform efforts that would result in increased retention at UVI. The UVI group focused on “supportive campus environment” as its special project.

The success of the project will be evaluated by using multiple approaches, to include the following performance measures:

- Freshmen year retention rates will be increased from 63 percent to 80 percent by FY06 as developed by University strategic priority 2004-2005.

**Strategic Thrust 12**

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

- The English Proficiency Exam passing rates will be increased by 30 percent.
  
- Eighty percent of all faculty and staff will utilize the Center for Advising and Tutorial Services (CATS) during the academic year.
  
- Eighty percent of all faculty and staff will participate in developmental workshops and programs.
  
- The number of student academic suspensions, probations and dismissals will be significantly decreased.

An assessment plan is being developed under the direction of the Director for Institutional Research and Planning. The summer has also been spent planning for retention initiatives to augment those which are already funded under the Title III Project. These are being developed for implementation during the 2004-2005 academic year.

**Strategic Thrust 12**

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

*Office of the Chancellor – St. Thomas*

Over the summer, faculty from all divisions participated in a Student Retention project coordinated by the St. Thomas Chancellor's Office in concert with Enrollment Management. The task force developed a set of divisional retention plans for UVI students. The plan will be implemented in Fall 2004.

*Office of the Chancellor – St. Croix*

Critical attention has been given to improving processes relating to student registration and placement testing. This Fall, on the first day of registration, the campus registered 266 students in 238 minutes, indicating a distinct improvement in the overall registration process. Similarly, in the summer, the skills diagnostic tests were administered prior to the start of classes and resulted in a much smoother accommodation of students into these classes.

Professor Valerie Combie received a Margin of Excellence award to assist her to attend the Summer Institute for Directors of Writing Centers at Clarke University. Prof. Combie is currently in the process of advising on the creation and set up of writing centers on both campuses. These centers should significantly impact the

**Strategic Thrust 12**

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

quality of student writing and assist in the realization of the goals of the General Education curriculum.

Over the summer, the St. Croix Science and Mathematics division chair, Dr. Velma Tyson, worked closely with Mr. Peter Abrahams and began the preparation of the Science and Mathematics Enrichment Center. The Center will provide tutorial and other enrichment opportunities for science and mathematics majors.

National Student Exchange (NSE) students from Humbolt State University, Keene State College, University of New Mexico, University of West Florida and University of Oregon were selected to attend the St. Croix campus and in similar exchange, two students from the campus will attend the University of Puerto Rico at Mayaguez and North Carolina Central University.

The Award for Best Membership Drive for Chapters with 1-150 members was presented to members of the University of the Virgin Islands, St. Croix Chapter of the Golden Key International Honour Society at the August 2004 Golden Key International Conference, "Unlock the Possibilities," in Atlanta, GA. In the category of 1-150 members, the University of the Virgin Islands, St. Croix Chapter achieved the highest membership response rate of an amazing 90%.

**Strategic Thrust 12**

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

Ms. Naita L. Salmon, MSN, NP, was appointed to the professional staff as Health Services Supervisor effective August 2, 2004. With the appointment of a nurse practitioner, campus health services can be expanded to include preventative well care examinations, physical examinations, and prescription services, as well as regular services that include health promotion, illness prevention information, and information for referrals to community health agencies.

The Office of Student Activities in collaboration with the Student Government Association successfully organized the Laughlujah Mega Comedy Jam on August 27, 2004 on the St. Croix campus. This first program of the year featured stateside comedians Marcus Wiley, Vyck Cooley, Rod Z, and Darian Perkins, with UVI being their first stop on the HCBU comedy tour.

**Strategic Thrust 13**

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

*Office of the Provost*

The fall 2004 Enrollment Data indicates significant trends in enrollment at UVI. There is continued growth in full-time enrollment, as evidenced by the increased credit hours of fall 2004 over fall 2003. The decline in headcount reflects a

**Strategic Thrust 13**

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

reduced enrollment level for part-time students. Given that total credits are used to calculate revenue, focus is on maintaining the growth in this area while working to re-capture the part-time population. Several issues should be considered in order to analyze the enrollment behavior of part-time students.

Among these are the following:

- Analyze how the increase in tuition and fees has affected part-time students. Anecdotal evidence suggests that students turned away at registration after realizing their fees would cost more than the tuition expense for the desired course.
  
- Analyze whether there is true loss of the part-time population, or whether they are being captured in other institutional programs, such as those offered by the SBDC and CELL.
  
- Analyze how the depressed economic conditions on St. Croix may be affecting enrollment.

It is very likely that with continued enrollment initiatives to capture full-time students, there will be continued growth in that population. Innovative programs such as the UVI-HLSCC BA Ed. co-hort, the regional tuition initiative for students

**Strategic Thrust 13**

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

who graduate with associates degrees at institutions where UVI has articulations, and the recently approved Senior ROTC program will likely aid in the continued growth of the full-time student population.

**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*

The librarians and faculty were part of a successful search Committee that resulted in the hiring of a Science Librarian for the University. This new position is funded by the EPSCoR grant, and the appointee will work with researchers in the VI-EPSCoR initiative to enhance research skills and resources and to prepare students for positions in research.

Librarians attended annual meetings of the following organizations for professional development and to contribute to the profession through workshop and other presentations:

**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.

- Association of Caribbean University Research and Institutional Libraries (ACURIL) – UVI staff contributed to the Conference through the workshop presentation, membership on the Executive Board, and Rapporteur duties to facilitate the activities of the meeting.
- American Library Association (ALA) – UVI staff participated in pre-conference training, conducted workshop sessions, and participated in meetings of governing bodies of the Association.

**Strategic Thrust 15**

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

*Office of the Provost*

Under the leadership of the Provost, the Student Learning Assessment Committee made up of faculty representatives from each of the academic divisions, continued to assess learning and to use the data to improve student learning.

**Strategic Thrust 15**

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

### Institutional Research and Planning ( IRP)

The department of Institutional Research and Planning completed the spring 2004 Collection of IPEDS (Integrated Postsecondary Education Data System) on time. The IPEDS are federal mandated reports from colleges and universities and carry heavy fines for late submissions.

IRP also registered for fall 2004 IPEDS collection on July 29, 2004. Collections for Institutional Characteristics and Completions will open on September 8. Fall 2004 collections close October 20, 2004.

The department also completed the Middle States Commission on Higher Education Institutional Profile 2003-2004 on time, completed data collection and delivered a presentation for UVI's program review to the Program Review and Restructuring Committee.

### Libraries

The campus librarians registered for participation in a national project to develop a standardized assessment tool for information literacy. Through this initiative, librarians will seek to collect data to document entry level skills of UVI freshmen and measure skills acquired during their tenure at UVI. During fall and spring

**Strategic Thrust 15**

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

semesters, selected freshmen and seniors will participate in the online survey developed by researchers at Kent State University.

*Office of the Chancellor – St. Thomas*

## Education Division

The division has upgraded its programs at the undergraduate level and the graduate level and has added those courses required by the VI Board of Education for teacher-certification. Program review at the graduate level is underway.

**Strategic Thrust 16****Reengineer work processes using information technology***Office of the Provost*

## Libraries

Libraries developed new front-end for their web site to facilitate access to online resources. Additionally, Libraries launched a new website to represent UVI collaboration with Florida LACCs. The partnership will expand USVI resources by creating a natural link to the Caribbean digital collections of the partner institutions.

**Strategic Thrust 17**  
**Improve student learning through utilization of technology in the teaching process**

*Office of the Provost*

Libraries

Several librarians and faculty attended a webcast workshop on the Blended Librarian, a workshop promoting the collaboration of faculty, librarians and Information Technology personnel in the design and delivery of information instruction. The workshop focuses on effective partnerships and desirable outcomes in the delivery of integrated instruction using information technology.

*Office of the Chancellor – St. Thomas*

Business Administration Division

Two online courses in accounting ACC 122 & 221 were offered for the first time in summer 2004. The classes were conducted by Dr. Eustace Esdaille of the division. The combined enrollment for both courses was 33 students.

### **Strategic Thrust 18**

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

##### *Office of the Chancellor – St. Croix*

The St. Croix campus was the proud recipient of a “Project Award” for landscaping improvements at the 9<sup>th</sup> Annual Caribbean Urban Forestry Conference held in St. John in July 2004.

The campus has also begun a number of new initiatives to upgrade its physical facilities. The major work to renovate the 8<sup>th</sup> level female restroom has been completed. There has been a major overhaul of the plumbing infrastructure as well as the installation of new stalls, toilets, sinks, counter top, tiles, a/c and vent. Motion sensors were installed for energy conservation measures.

Repair of Evans Center wooden railings has begun with experimenting on the use of an alternate wood material that is a derivative of recycled plastic to replace existing wood railings. Several different wood products in conjunction with different sealers and paints have been used in the past, but the rapid rates of deterioration due to extreme exposure to sun and water continues to be an issue. It is anticipated that use of alternative materials will substantially reduce the time and cost of constant repair of these railings.

An energy conservation system was installed in EC 408 as a pilot. This pilot where A/C and lighting is controlled by a time clock and motion and vibration

**Strategic Thrust 18**

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

sensors was successful and the system is being implemented in all Evans Center classrooms.

An ATH machine was installed in the Bookstore, and a similar machine will be installed in the Business Office to facilitate transactions using credit cards.

*Institutional Advancement***Reichhold Center for the Arts**

The Reichhold Center is currently doing inventory and repairs. Plans for completing more projects off the Capital Improvement list are on the way with a major concentration on fixing the crumbling concrete roof pad of the cistern storage room and rebuilding the box office.

**ADMINISTRATION AND FINANCE****2004 Series A Bonds**

On July 8, 2004 Standard and Poor's issued an investment grade rating of "BBB" for the University of the Virgin Islands. This indicated that the University's financial strength and future prospects were considered good and favorable in

## Administration and Finance

the investment market. This rating also compares very favorably to other local governmental entities. With this rating the University did not have to procure insurance for the bond issue.

On July 27-28, 2004 the University participated in bond pricing activities with the bond financial advisor, Public Financial Management (PFM), and the bond underwriter, Citigroup Global Markets (CGM). The President and the Vice President for Administration and Finance participated via teleconference. The results were favorable. Because of the preferred interest rate, the yield was higher than anticipated. The proceeds were projected to be approximately \$20M; however, the actual is \$21.1M.

Bond closing took place on the St. Thomas campus on August 2-3, 2004. The Chairman of the Finance Committee of the Board of Trustees participated in the closing, in addition to the President, Vice President for Administration and Finance, and the University's Legal Counsel. The other members of the working team from PFM, CGM, Hawkins, Delafield and Wood, Hunton and Williams, and the Bank of New York Trust Co. of Florida (Trustee) also attended.

## Administration and Finance

### *Sustainable Budget*

#### Fiscal Year 2005

The University presented its proposed Fiscal Year 2005 budget request before the Finance Committee of the 25<sup>th</sup> Legislature of the Virgin Islands on July 16, 2004. The University's presentation was well received by the committee.

Several committee members voiced their support for the University and lauded the University for its performance and positive contribution to the community. To date, the Fiscal Year 2005 budget has not been approved by the 25<sup>th</sup> Legislature.

As part of the sustainable budget process the University Budget Committee will meet in the near future to commence the process of developing budget strategies for Fiscal Year 2004-2005. The strategies will be forwarded to the Cabinet for review and approval.

#### Capital Projects

All Phase I Major Capital Projects on St. Thomas are complete. The 1999 Bond Funding has been expended and reconciled with excellent project results consistent with the goals and objectives of the 1999 Bond Program.

## Administration and Finance

With the success of the 2004 Capital Project Bond Project and the Board approval of the Phase II Capital Project List for St. Croix and St. Thomas, the University's Capital Projects Office has taken the necessary steps and scheduled the program based on the needs and priorities of the University. The working schedule and sequences have been developed and reviewed and are being implemented.

Capital Projects recently completed or underway at this time include the following:

### North and Middle Residence Halls (STT) Renovations:

Major renovations to the balance of the 1970's era dormitories were completed August 15 in time for student occupancy. This project increased the potential occupancy in North and Middle Residence Halls by 20 beds (25%). This project included new interior finishes, new windows, new electrics, new doors and hardware, a master key system, ceiling fans, energy efficient lighting and new shower baths. New solar water heating systems have now been installed in the older dorms and are planned for East Hall this fall.

## Administration and Finance

### Student Activities Center (STT) Renovation and Adaptive Reuse:

This center campus project is underway and will provide a new location for Student Life, Student Housing and Student Mail as well as an improved location for Student Government Association (SGA) and recreation activities.

### Reichhold Center:

Capital Projects is working with the staff to prioritize and develop Phase II projects which include repairs and improvements to the public facilities, South Plaza alternatives as well as siding replacement.

### Harvey Administration and Conference Center (STT):

Preparation of the site for construction is underway. As substantial organizational and position changes have occurred since 2000 it was necessary to meet with the intended occupants to reprogram the spaces. This was completed and subsequent mechanical and electrical adjustments are now being addressed prior to bidding out the project in October. The projected delivery date is Spring 2006.

### UVI-CELL Center at Faculty East- Middle (STT):

Units 5, 6, & 7 of Faculty East are being converted to a center for the classrooms, training, study and administration for the CELL programs. This adaptive reuse is consistent with the University's Master Plan and provides

#### **Administration and Finance**

additional areas for community interaction and service. This facility is underway and is scheduled for January 2005 occupancy.

#### **North West Wing (STX):**

Surveys, infrastructure assessments, preliminary programming and prioritizing of the infill addition to this facility are underway with campus representatives.

Following this, architect selection will take place for this critically needed classroom project.

#### **Library Computer Labs (STT/STX):**

Criteria and plans are being developed for the conversion of space to library computer labs on both campuses which are required by January 2005.

#### **Etelman House Phase II (STT):**

Renovations to the west portion of the facility will be completed during Fall 2004 and Spring 2005 along with the dwelling area at the lower level. The completion of these components of the facility will support the University's outreach programs as well as enhance the use of the robotic telescope and NASA center located at this site.

## Administration and Finance

### Marine Science Improvements (STT):

Capital Projects is working with the staff of Marine Science on a program of improvements funded by the 2004 Bond Proceeds, Title III Programs and EPSCoR. Work includes a marine lab, building fixtures and equipment, interior facility improvements, a new dive compressor wing and new dock approaches and improvements.

### Parking and Roadway Improvements (STT/STX):

Improvements to parking areas and systems are being addressed on both campuses. On St. Croix the road behind the Dining facility to the West Campus has the highest priority for improvement and the design solution is underway prior to Fall 2004 bidding.

### Evans Center Upgrades (STX):

In anticipation of major upcoming work, the St. Croix Campus undertook gut renovations to selected lavatories. The utilization of artificial wood is being explored to determine its suitability as a replacement for Evans' railings which do not wear well under extreme sun.

### Energy Initiatives

Energy options and conservation measures to reduce energy use and cost actions are being undertaken on both campuses as follows:

## Administration and Finance

1. New solar water heating systems have been installed in North, Middle and South Residence Halls and are planned for East Hall Dorms this fall.
2. UVI St. Croix received a DPNR/VIEO Energy Grant in the amount of \$20,000 which will be used for replacement of existing library windows with tinted low E insulated units as in the St. Thomas library. This will reduce solar gain and AC requirements, reduce glare and improve the atmosphere of the library.
3. Vendmisers have been attached to the campus vending machines on both campuses. These energy controllers will reduce electric consumption by these machines by \$5,800.

## University Relations

At the June 19, 2004 meeting the Board of Trustees approved the Conflict of Interest and Disclosure Policy (COI) which was distributed to all University employees on August 2, 2004. Question and answer sessions were scheduled for August 31, 2004 and September 9, 2004 for all employees.

**Administration and Finance**

The Performance Evaluation process began with a memo dated August 18, 2004 to all Department/Component Heads and Supervisors. The evaluation period is for fiscal year beginning October 1, 2003 and ending September 30, 2004.