

UVI Senate Meeting Minutes
ACC 142A (STT) and EVC 807 (STX)
Friday, January 17, 2014

MEMBERS PRESENT

David Hall	Shirley Lake-King
Nancy Morgan	Haldane Davies
Cherie Wheatley	Tina Koopmans
Frank Mills	Raquel Santiago-Silver
Patricia Harkins-Pierre	Bernard Castillo
Kevin Dixon	E. Aracelis Francis
Joshua Edwards	Nicole Gibbs

MEMBERS ABSENT/EXCUSED

Camille McKayle	Leslyn Tonge
Dayle Barry	Maria Fleming
Dionne Jackson	Kimberlee Smith

OTHERS PRESENT

Dannica Thomas

CALL TO ORDER

Chair Morgan called the meeting of the Senate to order at 1:05 pm on Friday, January 17, 2014.

ROLL CALL

A quorum was established.

APPROVAL OF MINUTES FOR OCTOBER 11, 2013 AND NOVEMBER 15, 2013

Senator Frank Mills made a motion to approve the minutes for October 11, 2013. It was seconded by Senator Patricia Harkins-Pierre. Senator Raquel Santiago-Silver made a motion to have Senators electronically approved the minutes for November 15, 2013. It was seconded by Senator Joshua Edwards.

REPORTS

Holiday Galas – Senator Hall

The holiday galas on both islands were both great and well attended. President David Hall thanked the Committee chairs, to include the Committee members, and all who supported the holiday galas.

St. Croix Carnival – Senator Hall

After a seven-year hiatus in the St. Croix parade, over one-hundred persons participated in the UVI troupe. The St. Croix UVI troupe won first runner-up for the St. Croix parade. The float was decorated in a tropical format, which also won the first runner-up prize in the floupe category. The goal is to have the St. Thomas UVI Carnival Committee recruit one hundred or more participants. President Hall thanked the St. Croix's UVI Carnival Committee Co-chairs and members for their leadership and participation.

UVINext – Senator Davies

UVI have has begun the UVINext Academic Programs and Administrative Services Transformation Projects. All programs and services will be reviewed and evaluated by the appropriate taskforce, and recommendations will be made thereafter. One of the goals is to have the University realize savings and become more effective and efficient in its operation and delivery of services.

Senator Haldane Davies thanked both Academic and Administrative Task force co-chairs, respectively, for the work they've done. Sixty-four (64) questionnaires were sent to distinct areas, and as of Tuesday, January 14, 2014, seventy-two (72) percent responses were received.

Some academic areas are in the process of submitting their respective questionnaires. Some have indicated that they have already submitted their respective questionnaires.

G-SEE Consultants were commissioned to complete the respective reports by January 31, 2014. This will allow sufficient time to share the reports through the shared governance process, adhering to the 45 days mandate.

Faculty, students and staff will have the opportunity to review to the information once completed.

Economic Impact Study – Senator Davies

Appleseed Inc. of New York is conducting an economic study of UVI through Institutional Research. A few areas have not yet completed their reviews; hence, the deadline may be pushed back from January 31, 2014, to allow more time for individuals to submit their required information.

Strategic Planning Online (SPOL) – Senator Koopmans

SPOL is software to assist with strategic planning, budgeting, assessment and accreditation. SPOL will be implemented by or on August 1, 2014. SPOL will make it easier to access and generate component and Board reports. The Key Performance Indicators (KPIs) will be entered into assessment module in SPOL during this time. Implementation training has already begun on the component level. Departmental and employee level training will begin thereafter, respectively. The assessment and accreditation modules will be rolled out after the rolling out of planning and budget modules in August 2014.

Freshman Orientation 2014 – Senator Gibbs

In November 2013, the Orientation Committee has convened meetings to implement new strategies into the new student orientation for the spring 2014 semester. Students visited many offices and spoke

with faculty and other students. There was also a movie night. The evaluation and auditing team on the Albert A. Sheen campus attended random sessions and provided their feedback.

On the St. Thomas campus, the orientation activities took place in the Ralph Paiewonsky library. The logistics, technology, marketing and other relevant details were good; however, they will be better addressed for future orientations. The advisors were also located in the library, which made it easier for students to meet with their advisors. Organizations and associations were also present. IT was readily available to assist students with technology issues, to include logging into UVI's network. Senator Cherie Wheatley indicated that information should be more organized for new students and parents.

The Committee will analyze the feedback received and integrate into the fall 2014 semester orientation program. The goal is to have an optimal, festive experience on both campuses for all new and existing students that will be attending UVI.

Comprehensive Recruitment Plan – Senator Gibbs

The University has developed a comprehensive recruitment plan document that is very unique. It is an aggressive plan, which will introduce new initiatives. One of the initiatives will be to organize an alumni association/committee. The primary goal of the plan is to have the University perform at an exceptional level to positively impact enrollment and retention numbers.

Currently, the Enrollment Advisory Committee members were officially appointed by President Hall. There are faculty, staff and students representation. The priorities and expectations were established.

The document was posted in the myCampus portal; however, the Office of the President will resend the document to Senators for review.

Status of Key Hires at the Administrative Level – Senator Hall

The Chief of staff position has four finalists; however one candidate withdrew. The search was placed on hold prior to the holiday recess. President Hall will follow-up with the candidates to confirm if they are still interested. A new search will be convened, if necessary.

The Human Resources Director search was officially launched by Chair Tina Koopmans.

The Public Relations Director has three finalists. Vice President, Dionne Jackson recommended a candidate to the President; hence, he will share such information with University community in the near future.

The search for Deans for the School of Business and College of Liberal Arts and Social Sciences will commence during academic year 2014.

The search for the Executive Director for Student Success and Honors Program has begun. The Executive Director will be responsible for the operation of Office of Student Success and the Honors Program.

The Chief of Security search committee is moving forward. There are over 20 applicants, in which the candidates will be narrowed down.

The Dean of Students position on the St. Croix campus was advertised. Five candidates were interviewed; the finalists will visit the St. Croix campus. The final decision will be made thereafter.

The Office of the President has signed up for new interns.

President Hall thanked the Board of Trustees, to include the student representatives on the Board, for their support. Thereafter, a discussion occurred about the raise the President received. President Hall remained very optimistic about staff and faculty raises in the near future. Chair Morgan thanked the President for his openness and candid responses. Chair Morgan also reminded the Senators that the Senate serves in an advisory capacity on many major issues affecting the University and community.

Mid-level Manager 360 Degree Evaluation – Senator Davies

Middle managers voluntarily participated in the 360 degree evaluation process after fiscal year 2012. Middle managers will be afforded another opportunity to participate in the 360 degree evaluation process; they must express interest to participate in the process by January 22, 2014. Those participating will be evaluated by their peers, direct reports and customers. If the participation percentage and support are favorable, a recommendation will be presented to Cabinet to implement the 360 degree evaluation for all middle managers. Cabinet will make a final decision thereafter.

Other Events/Initiatives – Senator Davies

The Man Up Conference will take place on the Albert A. Sheen and St. Thomas campuses on February 3rd and February 4th, respectively. The keynote speaker will be Baruti Kafele, nationally renowned educator and motivational speaker. Also, presenting will be Jonathan Sprinkles, entrepreneur and noted author. There will be performances by the Omega Psi Phi Fraternity's National Step Team, and also a DJ spin-off - the first high school DJ competition in the history of the Man Up conference.

Update on Presidential Goals – Senator Hall

Two areas of focus to achieve by the end of academic year 2014 (AY2014) are a UVI branding study and professional development and succession planning project.

The branding study will determine if the University will change or improve the current brand. Successful branding requires the input from a diverse group of individuals, and as such, President Hall will solicit UVI employees and students to be part of the process. President Hall will begin conversations with VP, Dionne Jackson and Interim Public Relations Director, Nanyamka Farrelly to discuss the overall brand of the university, to include the logo, taglines, mascot and other alike.

The new Human Resource Director will assume the leadership of the professional development and succession planning project. Dr. Haldane Davies and Ms. Tina Koopmans have agreed to develop and submit a working draft of principles, which will eventually become the model for the University. The working draft will be discussed and modified amongst Cabinet members, and then shared with the University community thereafter.

OLD BUSINESS – Chair Morgan

An iPad policy needs to be in place for Senators. Dr. Davies ordered the first set of iPads that were previously distributed to current and former Senators; however, the return of some iPads was unsuccessful. Senator Haldane Davies will confirm the iPads in the possession of the Office of the President and provide necessary recommendations at the next Senate meeting scheduled for February 14, 2014. Senators Cherie Wheatley, Aracelis Francis, and Bernard Castillo have agreed to develop an iPad Use Policy draft for the next Senate meeting scheduled in February.

Senators should also consider the UVI Senate and the VI Senate forum that was tabled for more than a year.

In fall 2013, former Senator Paul Jobsis sent a survey to all Senators requesting their meeting date preference – selecting either the second or third Friday of each month. The majority of Senators who voted preferred to meet on the second Friday of each month.

Senator Raquel Santiago-Silver made a motion to have Senators vote electronically once again on their meetings date preference – selecting either the second or third Friday of each month. It was seconded by Senator Aracelis Francis.

NEXT MEETING

The next meeting is scheduled for February 14, 2014.

ADJOURNMENT

Senator Morgan invited a motion for adjournment. The motion was moved by Senator Francis and seconded by Senator Edwards. The motion carried unanimously and was approved. Chair Morgan adjourned the meeting at 2:53pm.