



Administration, Research and Public Service

OFFICE OF THE PRESIDENT

The Office of the President is the lead component for executive management of the institution. It is comprised of the office of the Liaison to the Board of Trustees and the President's administrative and managerial staff. The President's Cabinet is comprised of the Provost, the Vice President for Administration and Finance, the Vice President for Institutional Advancement, the Chief Information Officer, the Vice Provost for Research and Public Service, the Vice Provost for Access and Enrollment Services, the Chief of Staff and the Special Assistant to the President and Executive Director for Institutional Effectiveness and Assessment. The President meets with his direct reports bi-monthly to discuss and decide policies and develop strategies for the achievement of institutional priorities.

OFFICE OF THE PROVOST

The Provost is the chief academic officer, the second line officer, the policy staff officer and reports to the President. The Provost is responsible for all matters relating to academic colleges and schools, academic programs, academic policy development, implementation and review, academic and student support services, enrollment management, research policy development, and research and public service. The units that report to the Provost are the Office of the Vice Provost for Research and Public Service, the Office of Institutional Research and Planning, the Office of Access and Enrollment Services, the Academic Colleges and Schools, Global and Graduate Education, the Virgin Islands University Center for Excellence In Developmental Disabilities, the Honors Program, the Center for Student Success, the Dean of Students and the Office of Community Engagement and Lifelong Learning.

Academic Colleges and Schools

The University's degree programs are offered through five academic colleges and schools: the School of Business, School of Education, College of Liberal Arts and Social Sciences, School of Nursing, and College of Science and Mathematics. Each is headed by a Dean who reports directly to the Provost.

Community Engagement and Lifelong Learning (CELL)

The UVICELL Center focuses on providing educational opportunities that are in tune with the changing demands of the workplace and prepares individuals for high-demand careers. Students can enhance skills or gain professional expertise through a broad range of innovative programs and a variety of instructional formats.

Educational services include:

Professional Development

CELL focuses on affording seasoned professionals with the knowledge and skills to pursue a new career, advance in their current career, secure postsecondary certificates or prepare for national certification exams. Programs are conveniently offered in the evenings and on weekends for busy adults.

Workforce Development

CELL plays a vital role in developing a well-trained workforce which is critical in today's constantly changing workplace. CELL provides occupational skills and an opportunity to increase earning potential for those just starting a career or re-entering the workforce.

Personal Enrichment

CELL provides a variety of learning experiences in an array of subjects designed to improve the overall quality of life. Whether it is to learn a foreign language, make beautiful floral

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designs, decorate cakes professionally or even master home computing, the possibilities are endless.

Online Learning

UVICELL recently expanded its program offerings to include the delivery of online learning to its students. These courses and certificate programs are conducted entirely online and include training in high-interest areas such as healthcare, business, computer applications, green/renewable energy, and even offers an online high school diploma.

CELL also offers the business community a full complement of solutions designed to foster growth, increase productivity and enhance effectiveness, including:

Corporate Training

CELL assists in the growth and optimization of businesses by providing targeted and customized training programs. Corporate training programs are designed to improve an organization's effectiveness, efficiency and productivity in an evolving business climate. Training can be conducted on-site, at the CELL Training Center or at any other location, and is delivered in a format that best meets the needs of the organization.

Consulting and Professional Services

CELL supports businesses in aligning operations with pre-defined strategy and continuously works with the organization to meet changing internal and external industry needs. CELL works with the organizational team to understand the goals and culture of the organization and then develop solutions to help the business grow. Whether it is performance improvement, technical services or conference and event management, CELL offers real world solutions to achieve desired goals.

OSHA Consultation

Employers can learn about potential hazards at their worksites and receive professional advice on establishing and improving their occupational safety and health management systems. The UVICELL Safety in Paradise Consultation Program offers training and education to assist in maintaining compliance with OSHA regulations and ultimately lowers workers' compensation costs. This confidential consultation is offered at no cost to the employer.

Affiliations

- IACET: UVICELL is an authorized provider of the International Association for Continuing Education and Training (IACET). As an authorized provider, CELL grants IACET accredited Continuing Education Units (CEUs). The IACET CEU is internationally recognized as a measure of quality in continuing education and training.
- AMA: UVICELL has also partnered with the American Management Association (AMA) to offer a wide spectrum of management training, backed by AMA's more than 80 years of management education experience. CELL is the authorized AMA provider in a number of Caribbean regions to include: Anguilla, Antigua and Barbuda, British Virgin Islands, Dominica, Jamaica, Puerto Rico, St. Kitts and Nevis, St. Maarten/St. Martin and the U.S. Virgin Islands.

Testing Center Capabilities

UVICELL serves as the official test site for a number of professional certifications and organizations to include:

- The Performance Assessment Network, Inc. (PAN) which facilitates the delivery of testing services for organizations such as the Transportation Safety Administration (TSA) and the
- U.S. Customs and Border Protection (CBP).
- The National Association of Legal Assistants
- Healthcare Professional Certifications including Hemodialysis Technician and Home Health Aide
- The National Association of Fire Equipment Distributors (NAFED)
- The Association of Boards of Certification (ABC)
- Prometric provides comprehensive testing and assessment services to include the GRE, PRAXIS, Real Estate, GED exams, Human Resource Certification and much more. For a complete listing of exams offered, visit www.prometric.com
- Kryterion online testing services for the technology and education industries in collaboration with their affiliated associations and organizations.

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For more information on the services offered by UVICELL, call 693-1100 or visit <http://cell.uvi.edu>.

Virgin Islands University Center for Excellence In Developmental Disabilities

The Virgin Islands University Center for Excellence in Developmental Disabilities (VIUCEDD) was established in October 1994 and is funded by the U.S. Department of Health and Human Services, Administration on Community Living (ACL), Administration on Intellectual and Developmental Disabilities (AIDD) and National Institute on Disability, Independent Living, and Rehabilitation Research (NIDILRR). Its mission is to enhance the quality of life for individuals with disabilities and their families and to provide them with tools necessary for independence, productivity and full inclusion into community life.

VIUCEDD's goals are:

- To demonstrate and promote exemplary approaches in clinical, educational and community settings.
- To provide technical assistance.
- To disseminate information related to the implementation of best practices.
- To ensure the participation of persons with disabilities and their families in the design and implementation of all VIUCEDD activities.
- To coordinate, implement and supervise support services for the families with children with disabilities that promote their independence, self advocacy and integration in the community.
- To provide training on the laws that protects the rights of persons with disabilities and their families and sensitivity towards persons with disabilities.

Global and Graduate Education

Global initiatives are realized through collaboration with the academic colleges and schools, the Dean of Students, and institutions of higher education regionally, nationally, and internationally. Global initiatives encompass development, coordination, and monitoring of study abroad and special student and faculty exchange programs through affiliations, memoranda of understanding, and memoranda of agreements.

The graduate programs at the University of the Virgin Islands were developed to meet specific needs in the Territory and beyond. While each of the programs has its own mission, the overall aim of all the areas of graduate study is to provide a high-quality education for students to meet their professional and technical training needs. Information on degree programs is available in the Graduate Bulletin and at www.uvi.edu.

Committee on Learning Assessment for Student Success (CLASS)

CLASS's charge is to facilitate, monitor and support the development and implementation of student learning outcomes assessment plans for UVI academic colleges and schools and for general education. CLASS's long-term goal is to spearhead UVI's transformation into a 'culture of evidence' and a learner-centered institution committed to student success.

Honors Program

The UVI Honors Program seeks to produce exceptional scholars and citizens by providing participants with enriched intellectual, leadership and outreach experiences designed to cultivate thoughtful, deliberative, articulate, ethically grounded, globally connected and actively contributing members of society. For details on the program, see p. 66 of this catalog.

RESEARCH AND PUBLIC SERVICE

The University of the Virgin Islands addresses two of the major elements of its Mission, Research and Public Service, through the strategic efforts of the units in the Research and Public Service Areas collectively, the Agricultural Experiment Station (AES), the Center for Marine and Environmental Studies (CMES), the Cooperative Extension Service (CES), the Eastern Caribbean Center (ECC), the Research Publications Unit (*The Caribbean Writer*), the Virgin

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Islands Small Business Development Center (VI SBDC), Virgin Islands Experimental Program to Stimulate Competitive Research (VI-EPSCoR), and the Water Resources Research Institute (WRRRI) are principally responsible for defining and solving problems through research and providing quality services that address needs identified by the community.

Agricultural Experiment Station (AES)

The Agricultural Experiment Station is one of the two units that carry out the Land-Grant function of the University. The mission of AES is to conduct basic and applied research to meet the needs of the local agricultural community to increase production and improve efficiency of tropical plants and livestock, develop new enterprises, preserve and propagate endangered plant species and protect the natural resource base. This is accomplished by generating science-based information that leads to improved agricultural practices in the Virgin Islands and the Caribbean Region. Research programs in AES are influenced by available funding, the farming community and research conducted at other agricultural research institutions. The scientists in AES are actively involved in research projects in agronomy, animal science, aquaculture, biotechnology, agroforestry, and horticulture. Science-based information is disseminated through presentations at regional, national and international conferences, seminars and workshops as well as publication in peer-reviewed, scientific journals, research bulletins, fact sheets and farmers' bulletins.

Center for Marine and Environmental Studies (CMES)

The Center for Marine and Environmental Studies addresses environmental problems unique to tropical island communities and advances knowledge and learning in coastal marine systems through research, education and outreach programs. Based in the McLean Marine Science Center on St. Thomas, CMES collaborates with local organizations, other universities and governmental agencies to assess and monitor marine ecosystems and identify methods of conserving fisheries and marine and coastal areas that provide support for sustainable natural resource management. The Virgin Islands Marine Advisory Service (VIMAS), a part of the national Sea Grant Program, collaborates with public and private-sector institutions to disseminate information on St. Thomas, St. Croix and St. John. The Virgin Islands Environmental Resource Station (VIERS), located on St. John and managed by Clean Islands International, provides unique learning opportunities through environmental education and research programs and activities. CMES provides opportunities for UVI students to participate in active research projects and gain experience in a variety of field and laboratory techniques. The CMES facilities on St. Thomas and St. John provide easy access to a variety of tropical marine environments and include a fleet of research vessels, sea tables and aquaria, research instrumentation as well as training and support for air and nitrox scuba diving.

Cooperative Extension Service (CES)

The Cooperative Extension Service is the second unit that carries out Land-Grant functions at the University of the Virgins Islands.

Through the federal network of the Land-Grant University System, the Cooperative Extension Service is empowered as an agency for public education and information dissemination responding to the needs of the community. Its mission is to be a dynamic, flexible organization dedicated to delivering research-based educational programs and information that addresses critical issues affecting families, individuals and the communities of the U.S. Virgin Islands. CES carries out programs in Agriculture and Natural Resources, 4-H/family and Consumer Sciences, and Communications, Technology & Distance Education in the districts of St. Croix, St. Thomas and St. John.

The agriculture and natural resource programs strive to meet the changing needs of the territory and offer technical assistance, training and advice to farmers, home gardeners, youth groups, government and nongovernment agencies and residents of the territory in

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the areas of environmental horticulture, livestock, natural resources and environmental management. Building strong families, youth and communities is important for the success of the Virgin Islands' community.

To address many of the critical issues relating to families, youth and communities, the 4-H/ Family and Consumer Sciences Program, in cooperation with local and private partners, provides research-based information in life-coping skills, and encourages families to use all available resources to improve their lives. The program offers workshops, short courses and demonstrations in areas such as: consumer education and personal financial management, foods and nutrition education, marketable skills training, i.e., computer training, clothing construction and parenting. Considerable focus is placed on outreach to limited resource residents. Areas of emphasis of the program include the Expanded Foods and Nutrition Education Program (EFNEP), which is designed to assist limited resource families in acquiring the knowledge, skills and attitudes in improving diets and nutritional well-being; and the Children, Youth and Families at Risk (CYFAR) Program that enhances the needs of the youth in the territory.

The latest publication of CES – *Tropical Fruits of the U. S. Virgin Islands and Their Nutritional Values* – is a testament to CES' continuing tradition of documenting and disseminating research-based information that addresses the critical needs affecting the diet, health and nutrition, not only of Virgin Islanders, but of residents of the wider Caribbean. Publications, such as the *Native Recipes*, *Virgin Islands Holiday Cooking*, *Heart of the Pumpkin*, and *Traditional and Medicinal Plants of St. Croix, St. Thomas, and St. John*, come from the Communications, Technology & Distance Education Program. Additionally, this Program has collaborated with other UVI departments in the publishing of *Island Peak to Coral Reef - A Field Guide to Plant and Marine Communities of the Virgin Islands* and *Remarkable Big Trees in the U.S. Virgin Islands*.

Eastern Caribbean Center (ECC)

The Eastern Caribbean Center is an outreach division that anticipates the social, economic and environmental needs of the Virgin Islands and the region, and conducts research programs to address those needs. It also facilitates collaboration in research among local, national and regional institutions and organizations toward fulfilling the mission of the University and improving the quality of life for people within these areas. The ECC social research unit compiles and analyzes social and economic data, and also supports and extends the work of the U.S. Bureau of the Census. The survey research unit designs and carries out scientific sample household and telephone surveys. It also utilizes geographical information system (GIS) technology to compile, analyze and disseminate socio-economic and natural resource data to promote sound development decisions. The Center is also dedicated to instruction on the effective and efficient use of GIS in the public and private sectors. ECC also publishes *Caribbean Perspectives*, a cutting-edge annual magazine that speaks to the leadership throughout the Caribbean.

Office of Sponsored Programs (OSP)

The Office of Sponsored Programs (OSP) is the University unit responsible for reviewing and submitting extra-mural proposals to various federal, private and local agencies. OSP is responsible for the receipt and pre-award management of contracts, grants, MOUs, MOAs and cooperative agreements awarded to UVI. OSP also acts as the designated administrative unit for overall research compliance at UVI and for managing activities of the Institutional Review Board (IRB) for human subject protection and Institutional Animal Care and Use Committee (IACUC) for animal use in research. The office also assists the Provost's component in the administration of the Fulbright Scholar program at UVI. OSP helps to identify and disseminate funding opportunities for staff and research faculties, provides guidance on budget preparation and liaises with external agencies. OSP offers workshops from time to time on grant writing and general award management. Advice and assistance

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on proposal development and award management are also available to the University research enterprise.

Title III Project Administration Office

Since 1968, the U.S. Education Department (USED), through its Title III, Part B -Strengthening Historically Black Colleges and Universities (HBCUs) program (and the program's predecessor), has partnered with the University of the Virgin Islands to implement several projects that have served to strengthen UVI. Title III, Part B grants are awarded to HBCUs according to a formula, and provide financial assistance to these institutions to assist in establishing or strengthening their physical plants, financial management, academic resources, and endowments.

The Student Aid and Fiscal Responsibility Act (SAFRA) grant program was approved in 2010 as a supplemental funding source to provide additional aid to Minority Serving Institutions. Title III and SAFRA grant support is provided in five-year cycles.

Administered by USED's Office of Institutional Services, the Title III, Part B program provides over \$220,000,000 to HBCUs across the United States. The UVI Title III Project Administration office is responsible for managing both the Title III Part B and SAFRA grants awarded to the institution. Together, these grants provide over \$2 million annually to strengthen programs at the institution.

Research Publications Unit

The Caribbean Writer is the primary publication of the Research Publications Unit at UVI. An international literary journal, *The Caribbean Writer* publishes exceptional works by established and emerging writers from the greater Caribbean region and beyond. The journal premiered in 1987, and includes poetry, prose, personal narrative, book reviews and special sections, often tributes to Caribbean writers and/or intellectuals. The main goal of the journal is to develop and foster new writers and to continue to serve as an outlet for new writings in the Caribbean. In addition to publishing *The Caribbean Writer*, the Research Publications Unit has also published two anthologies, *Contemporary Drama of the Caribbean*, edited by Erika J. Waters and David Edgecombe, and *Seasoning for the Mortar: Virgin Islanders Writing in The Caribbean Writer Volumes 1-15*, edited by Marvin E. Williams. The editorial board of the refereed journal, consists of UVI College of Liberal Arts and Social Sciences faculty. The Advisory Editorial Board comprised of an acclaimed international group of established Caribbean writers, including Nobel Laureate Derek Walcott, et al. The website, www.TheCaribbeanWriter.org, has become a global resource for Caribbean literature.

Virgin Islands Small Business Development Center (VI SBDC)

The VI Small Business Development Center (VI SBDC) is a partnership program between the U.S. Small Business Administration and the University of the Virgin Islands. Its mission is to assist emerging and existing small businesses through high quality professional counseling and training, contributing to the economic growth of the U.S. Virgin Islands. Its vision is to be the premier provider of small business services. The VI SBDC provides small business owners and aspiring entrepreneurs practical assistance to grow and prosper in an ever-changing economy. Since its establishment in 1985, the VI SBDC has played a vital role in the development of local businesses and the reduction of failure among existing businesses. Business Counseling Services are free and confidential. The VI SBDC is part of a close network of public and private business organizations committed to fostering the economic stability and growth of small businesses in the territory.

Virgin Islands Experimental Program to Stimulate Competitive Research (VI-EPSCoR)

The Virgin Islands Experimental Program to Stimulate Competitive Research (VI-EPSCoR) promotes the development and use of science and technology in the territory to help the

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local community develop creative solutions to educational and environmental challenges and to improve the quality of life for its members. VI-EPSCoR is working to increase the Virgin Islands' access to and development of new knowledge, products, services, partnerships and a skilled workforce for the 21st century and beyond. It supports research on locally relevant topics including the health of coral reef ecosystems, fisheries management and coastal ocean systems. VI-EPSCoR funds are also used to strengthen the territory's education in the areas of science, mathematics and technology, and VI-EPSCoR aims to provide students with opportunities to engage in hands-on and feet-wet learning in marine science. VI-EPSCoR is supported by a grant from the National Science Foundation, funding from the government of the Virgin Islands and by generous donations from members of the Virgin Islands community. The program is hosted by the University of the Virgin Islands on behalf of the people of the Virgin Islands.

Water Resources Research Institute (WRRI)

The Water Resources Research Institute conducts research throughout the U.S. Virgin Islands. Its meteorological observatory, which provides real time weather data that can be accessed through the Internet and a water quality laboratory on the St. Thomas Campus serve as resources for the Virgin Islands community. Current WRRI research includes investigating ways to reduce non-point source pollution to the critical nearshore marine environment of the islands. This includes identifying methods of erosion control, development of methods for coastal water quality assessments and finding innovative ways to treat domestic wastewater as alternatives to traditional septic tank systems. Other WRRI activities include dissemination of information promoting conservation of the islands' water resources and providing environmental research training experiences for students and others.

OFFICE OF INSTITUTIONAL RESEARCH AND PLANNING

The Office of Institutional Research and Planning (IRP) gathers data on the University and provides information useful for making strategic decisions. IRP produces an annual Institutional Data Summary which contains the latest statistics on enrollment, student and faculty characteristics, University income and expenditures, and related topics. For some topics, historical data are provided to establish trends. Brief reports are sometimes issued on topics of general interest, or in response to special requests of other university units.

IRP keeps abreast of events and trends in the Virgin Islands, the Caribbean region and beyond to note factors which might impact the future of the University. The results are made available to persons planning for the future of the University. IRP provides annual reports to the National Center for Education Statistics and the Commission on Higher Education of the Middle States Association of Colleges and Schools, and participates in surveys conducted by other external agencies. Linkage to other universities is maintained through the Internet and by membership in the Association for Institutional Research.