

MEETING OF THE BOARD OF TRUSTEES

June 18, 2022

UNIVERSITY OF THE VIRGIN ISLANDS

BY ZOOM

9:00A.M.

CONSENT AGENDA

Academic, Research, and Student Affairs..... Dr. John A Quelch

Provost's Report

The Provost's Report included an extensive update on the activities and initiatives in the Provost's Component during the period of January through April 2022. The report highlighted student outreach activities, several public service and community outreach activities, and an extensive number of student and faculty achievements, including publications, presentations, and other scholarly activities. A comprehensive report was provided with regard to efforts being employed as it relates to recruitment and retention.

Building and Grounds.....Henry C. Smock

Campus Projects Update

a. Albert A. Sheen St. Croix Campus Reports

Section I – Campus Projects

- Sheep Farm Facilities – 20% completed with projected completion in November 2022
- Kitchen Equipment and Appliances Replacement Project (Cafeteria) – completed March 2022
- Aquaculture Facilities Reconstruction – 20% completed with projected completion October 2022
- Hurricane Maria Repairs: Replace Fire Alarm System – completed March 2022
- Childcare Facility Renovation – 97% completed with projected completion June 2022
- Replacement of Light Poles and Luminaires – 98% completed with projected completion July 2022
- Roofing and Exterior Repairs of the Melvin Evans Center, et al – 85% completed with projected completion June 2022

Section II - Capital Projects

- UVI STX Wind Retrofit – Hazard Mitigation Grant Program (HMGP) – Project includes hurricane wind retrofit of Evans Center (frame room), Student Center and Delta M. Jackson Dorsch Complex.
 - Technical Feasibility Assessment and Engineering Design – 70% completed with projected completion June 2022

Section III - Hurricane Recovery Projects

#	Project Title	Project Status	Process Step	Est. Cost	Fed'l Share
1	XMU1910 - 82524 - COLLEGE OF SCIENCE AND ARTS	99% Completed	Pending Initial Project	\$2,700,000	\$2,430,000
2	XMU1912 - 87987 - AGRICULTURAL EXPERIMENT STATION	A&E Svc Needed	Pending Insurance Completion	\$2,621,781	\$2,359,603
3	XMU1916 - 88041 - RESIDENCE HALL	45% Completed	Pending Applicant Project Review	\$369,236	\$0
4	XMU1908 - 87378 - GROUNDS	A&E Svc Needed	Obligated - PW00954	\$0	\$0
5	XMU1911 - 87681 - PHYSICAL PLANT, BUILDING	15% Completed	Obligated - PW00936	\$0	\$0
6	XMU1917 - 70306 - Fence	90% Completed	Obligated - PW00581 (Reimb in Pr	\$362,980	\$326,682
7	XIU1901 - 70930 - Debris Removal	Completed	Obligated - PW00098 (Reimb Rec'd	\$13,361	\$13,361
8	XIU19YU - 116661 Estimated Management	Completed	Obligated - PW00319	\$668	\$668
9	XMU1904 - 70300 - Fencing	Completed	Obligated - PW00101 (Reimb Rec'd	\$10,000	\$9,000
10	XMU1905 - 70299 - Generators	Completed	Obligated - PW00094 (Reimb Rec'd	\$611,909	\$611,909
11	XMU1906 - 70304 - Campus Wide (6)	Completed	Obligated - PW00159 (Reimb Rec'd	\$111,260	\$100,134
12	XMU1907 - 70301 - Light Towers	Completed	Obligated - PW00106 (Reimb Rec'd	\$10,000	\$10,000
13	XMU1909 - 70302 - Melvin Evans Center	10% Completed/A	Obligated - PW00128	\$34,599	\$31,139
14	XMU1913 - 87998 - STUDENT CENTER	70% Completed	Obligated - PW00742	\$93,472	\$84,125
15	XMU1914 - 94154 - NURSING COMPLEX	95% Completed	Obligated - PW00743	\$9,886	\$8,897
16	XMU1915 - 84460 - CAMPUS LIGHT POST	A&E Svc Needed	Obligated - PW00609	\$548,415	\$493,574
17	XMU1919 - 84472 - GREAT HALL AND ANNEX	70% Completed	Obligated - PW00907	\$0	\$0
18	XMU1920 - 88200 - RESEARCH AND EXTENSION	40% Complete	Obligated - PW00924	\$12,125	\$10,913
19	XMU1924 - 70308 - Basketball Court, Tennis	Completed	Obligated - PW00618	\$0	\$0
20	XMU1925 - 88048 - GREAT HOUSE	A&E Svc Needed	Obligated - PW00860	\$0	\$0
21	XMU1926 - 88062 - SWITCH GEAR	Bid Awarded 05/2	Obligated - PW00912	\$286,840	\$258,156
22	XMU1927 - 88069 - ROADS AND DRAINAGE	Preparation RFP	Obligated - PW00896	\$147,424	\$132,681
23	XMU1928 - 116214 - Generator Usage (Time	Completed	Obligated - PW00848 (Reimb Rec'd	\$53,905	\$53,905
24	XMU1928 - 104727 - Management Costs	Completed	Obligated - PW00925	\$42,326	\$42,326
				\$8,712,903	\$7,914,830

b. Orville E. Kean St. Thomas Campus Reports

Section I – Campus Projects

- Wind Retrofit Grant Award - The University of the Virgin Islands through the Facilities Management Department submitted an application for a Wind Retrofit Grant to subsidize Mitigation Projects on a number of campus facilities. The facilities included the Residence Halls (South, Middle, North, East Hall, and West Hall) and the Paiewonsky Library. The Scope of Work included but is not limited to roof, window walls and equipment replacement. On April 13, 2020, the University was informed of the award of \$4,123,164.00 for the Wind Retrofit Grant. A Notice to Proceed was issued to the architect, Caribbean Professional Consultants, for the design and construction drawings which are in the final stages of completion.
- Hurricane Restoration Expenditures
 - As of March 31, 2022, the University expended a total of \$28,138,300.65 on the Orville E. Kean campus with respect to restoration of campus facilities.
 - Of this amount, the University received a total of \$16.5M in insurance proceeds to support the restoration of damaged facilities. To date, 100% of this amount has been utilized.
 - The University was awarded a grant from the US Department of Education in the amount of \$11.1M to support the restoration of 4 damaged facilities on the Orville E Kean campus. As May 19, 2022 approximately \$7.3M was drawn down.

- Any shortfall in funding will be covered with assistance through the FEMA Public Assistance program.
- Project Management Services – The services of Tropical Design Builders were procured to conduct project management for five major projects – School of Business, CMES Annex, MacLean Marine Sciences building, School of Nursing and the Reichhold Center for the Arts.
- Reichhold Center Technical Renovation and Comprehensive Design Services
 - RFP was reconfigured to separate the Technical Scope of Work from the Building Improvements to improve the response as one sole proposal was submitted in response to the first solicitation. Bids are due to be submitted by the contractors the week of February 20, 2022. Bids were received from two companies and the Administration is reviewing them to make a final selection.
- CELL Building Renovation – scheduled completion May 2022
- Campus Roads and Sidewalk Project – NV5 was awarded the contract for engineering services which includes surveying of existing areas, construction drawings and Scope of Work for the procurement process.
- Campus Water System Improvements – Elipse Consultants, LLC was selected to design improvements to the water systems. The project is now in the procurement phase and is scheduled for completion October 2022.
- Dining Pavilion – Tempaire International has been awarded the project for the replacement of the damaged air conditioning unit. The scheduled completion is May 2022.
- Eastern Caribbean Center Building Renovation project – Custom Builders was awarded the contract to renovate the building to include repairs to the roof membrane and fascia, wet wall board and ceiling, broken windows, interior and exterior doors, and mechanical failures. The work was completed February 2022.
- Electrical Distribution System Upgrade – Proposals were sought for engineering services to address the electrical distribution system upgrade to the 15kV underground distribution system serving the OEK campus. The project is scheduled for completion June 2022.
- President's Guest House – Apex Construction was awarded the project to provide all labor, materials, tools, equipment and supervision required for the renovation. The project is scheduled for completion July 2022.
- ADA Compliant Lifts (School of Nursing, Teacher's Education, Science & Mathematics, and School of Business) – scheduled completion August 2022
- Campus Temporary Storage Systems – leased to assist with relocation efforts during facilities restoration

- Projects Funded through the US Department of Education Emergency Assistance to Institutions
 - School of Business Complete Renovation – substantially completed February 2022
 - CMES Annex – scheduled completion May 2022
 - MacLean Marine Science Center – scheduled completion August 2022
 - Quarters B Renovation – construction contract was issued with completion scheduled for December 2022
- Physical Plant Building Major Repairs – scheduled completion June 2022
- Roadway Paving Repairs – completed March 2022
- Smart Metering Upgrade – RFP in final stage of preparation for procurement
- Administration and Conference Center Lighting Upgrade – First floor ceiling flush lights were in need of replacement. Physical Plant personnel performed the work and the project was completed May 2022.

c. Medical School Facilities Update

- i. Medical Simulation Center (AAS Campus) – scheduled completion May 2022
- ii. Medical Research and Training Center (OEK Campus) – scheduled completion January 2023

Update on Development of Research and Business Innovation Center (West Bay Facility)

Project is progressing at a steady pace with scheduled completion in May 2022.

Development Committee.....Rev. Dr. Wesley S. Williams, Jr.

Status Report on Annual Fund

Total contributions to date for fiscal year 2022 (October 1, 2021 – May 24, 2022) \$3,317,887.91.

Vice President Mitchell Neaves provided a summary of the support received to date in FY2022, the ongoing efforts to increase the Alumni Giving Rate, and events celebrating the 60th Anniversary of UVI. President David Hall provided the Committee with his efforts cultivating several major donor prospects and his plan to continue working with the UVI Board in support of the UVI School of Medicine. President Hall also shared details of the sign unveiling event which recently occurred for the Business & Innovation Center and the upcoming grand opening event for the Medical Simulation Center scheduled for June 2022.

Finance and Budget Committee.....Oran C. Roebuck

1. Update on the Local Government Appropriation – Fiscal Year 2022

As of March 7, 2022, the University received a total of \$18,412,410 in allotments, which represents 44% of the \$41,306,953 appropriated for FY2022.

2. COVID-19 Financial Update and Opportunities as of March 31, 2022

DESCRIPTION	Date of Performance*	Award Amount	Amount Expended as of March 31, 2022	Available Balance as of March 31, 2022
Cares Act For Students A(1)	04/20/2020-06/30/2023	\$4,554,658	\$4,522,117	\$32,541
Cares Act Higher Ed Emergency Relief A(2)	05/01/20-06/30/2023	\$12,226,144	\$1,957,216	\$10,268,928
Cares Act Institutional A(1)	05/04/2020-06/30/2023	\$5,926,637	\$3,974,869	\$1,951,768
TOTALS		\$22,707,439	\$10,454,202	\$12,253,237
*Note performance end dates have been extended until June 30, 2023				

3. (a) Review of Unrestricted Operating Budget to Actual Performance through March 31, 2022

Total actual revenues through the period ended March 31, 2022 was \$30,936,752 representing 103% of

the budgeted amount of \$30,031,311. Actual expenditures of \$4126,048,528 represent 84% of the amount budgeted of \$30,829,262. The University's Net Operating Position (NOP), which is the difference between year-to-date revenues and year-to-date expenditures at the end of March, was \$4,896,224. Tuition and fees were 107% of the budget, primarily due to an increase in the revenues from the CELL programs. An increase in indirect cost revenues contributed to the 112% realized in miscellaneous revenues. With respect to expenditures, expenses associated with the payout of leave benefits to the former Vice Provost for Research contributed to the 139% realized in the Public Services budget line. However, this will be reversed at year end when the expenses are transferred to the central leave accrual account. In addition, the University realized additional savings as a result of budgeted, yet vacant, positions, along with less incurred costs for travel and campus related activities.

5. (b) Review of Unrestricted Operating Actual to Actual Performance through March 31, 2022

Total actual revenues and total actual expenditures were \$22,902,639 and \$20,947,680, respectively, for the period ended March 31, 2021. Total revenues increased by approximately 35% from the prior year primarily due to \$6M in CARES Act funds allocated in FY2022. Total expenditures increased by 24% compared to the same period of the year before primarily due to the increase in activity in auxiliary enterprises.

6. Review of Restricted Current Funds Expenditures through March 31, 2022

For the period October 1, 2021 through March 31, 2022, the University's restricted current funds performed as follows:

Category	October 1, 2021 Fund Balance	Revenues	Expenditures	March 31, 2022 Fund Balance
Federal Grants	\$3,884,828	\$36,220,176	\$22,416,715	\$17,688,289
Local Grants and Contracts	\$2,113,494	\$3,048,671	\$2,278,096	\$2,884,069
VI Legislature	\$9,665,520	\$2,458,065	\$1,922,617	\$10,200,968
Private Grants and Contracts	\$3,359,287	\$1,822,755	\$1,223,178	\$3,958,864
Other	\$-3,418,162	\$7,857,904	\$2,736,847	\$1,702,895
Total	\$15,604,967	\$51,407,571	\$30,577,453	\$36,435,085

- *Proposal to address negative fund balances:*
 - *Senior Citizen's Tuition Waiver – program has been oversubscribed over the years and the funding has not kept pace with the level of activity. The Administration is proposing to transfer approximately \$700,000 from the HBCU Reserve Fund to cover the negative fund balance and will institute controls to cap the number of participants to the funding level.*
 - *University Bound Programs – when the federal grant that supported the Upward Bound program was not awarded, the University sought funding from the VI Government and the negative balance was incurred in the "gap" year before the GVI funds were appropriated. The Administration is proposing to transfer approximately \$400,000 from the HBCU Reserve Fund to cover the negative fund balance and will institute controls to ensure a positive fund balance is maintained.*
 - *Hazard Mitigation and Other Grants*
 - *Pending reimbursements from FEMA and miscellaneous programs such as Entrepreneurship and Sustainability Recovery in the VI*

7. Review of CELL Budget to Actual Performance through March 31, 2022

In the second quarter of FY22, UVI CELL was awarded grants and contracts through the following programs:

- Subcontract – Inner City Fund (ICF)/Department of Labor, CDBG- R funding, offering Workforce Readiness, Project Management, Grant Management and Data Science training, serving 605 individuals; \$390,250/2 years
- Contract – Department of Education; self-paced, online continuing education/professional development courses, serving 584 participants, \$100,777
- Contract - VI Board for Career and Technical Education (CTE); courses and services in support of CTE teacher certification, \$50,000
- Contract – Terminex, Year 4 and 5, Pesticide Application Courses, \$80,000

Description	Budget	Actual Revenues 03-31-2022	Actual Expenditures 03-31-2022	Net Operating Position (Actual Revenues – Actual Expenditures)
Unrestricted Account				
CELL Operating	\$400,000	\$315,622	\$248,139	\$67,483
Restricted Accounts				
OSHA Consultation Program	\$ 373,600	\$125,357	\$127,897	-\$2,540
Legislative Appropriation	\$100,000	\$66,667	\$52,239	\$14,428
ILOE (Consulting, Contracting and Professional Services)	\$500,000	\$475,000	\$30,277	\$444,723
Culinary Arts Center - Legislative Appropriation Hospitality Program	\$244,731	\$244,731	\$44,945	\$107,390
Combined Net Operating Position	\$1,618,331	\$1,227,377	\$503,497	\$723,880

8. Review of Reichhold Center Budget to Actual Performance through March 31, 2022

An additional \$83,333 in grant funding was awarded to RCA from the Foundation for the Reichhold Center during the current reporting period increasing the Foundation's commitment to \$166,667. RCA was awarded \$15,000.00 from the Virgin Islands Council on the Arts to support its operations, RCA Sessions and the Youth Moviemaking Workshop project.

Of the \$125,000 budgeted for expenditures for the period, a total of \$107,705.84 was expended on salaries, benefits and direct expenditures. The Center maintains staffing of two full-time and two temporary employees.

The Net Operating Position for RCA for the period October 1, 2021 through March 31, 2022 is a surplus of \$73,960.83

9. Quarterly Report of Proposals Submitted and Awards Received through December 31, 2021

During the second quarter of FY2022 the number of proposals submitted and the number of awards returned increased; however the overall amounts have decreased. The proposals submitted this quarter did not have as high a proposed funding amount. There were no proposals submitted this quarter above \$1 million where as in FY2021 2nd Quarter there were 2 large proposals submitted (Totaling \$5.7M). The number of awards received has increased, however the overall award amount has decreased. During FY21 Quarter 2nd we received additional funding for the CARES Act awards in the amount of \$6,824,469. Additional CARES Act funding was not received in FY2022.

10. Quasi-Endowment Fund Balance as of March 31, 2022

University of the Virgin Islands

Endowment Funds

Comparison Periods Ended March 31, 2022 and December 31, 2021

Description	March 2022	December 2021	Variance
Seslia Title III Endowment	\$225,368.69	\$258,614.41	-\$33,245.72
Common Fund Term Endowment	\$504,821.56	\$534,764.56	-\$29,943.00
Common Fund National Guard Assistance	\$428,301.24	\$455,009.42	-\$26,708.18
Common Fund Veterans Tuition Assistance	\$797,579.53	\$844,597.03	-\$47,017.50
Common Fund Scholarship fund	\$218,409.95	\$231,273.41	-\$12,863.46
Common Fund Quasi Endowment	\$6,741,124.10	\$7,145,203.40	-\$404,079.30
Common Fund SOM Sustainability Fund	\$5,145,502.97	\$5,274,426.96	-\$128,923.99
Common Fund Sustainability Fund I	\$1,416,398.77	\$1,451,887.60	-\$35,488.83
Common Fund Sustainability Fund II	\$519,768.16	\$519,690.33	\$77.83
Common Fund TOPA Scholarship Endowment	\$2,690,819.64	\$2,848,782.12	-\$157,962.48
Common Fund UVI HBCU Reserve Fund	\$7,865,826.85	\$8,313,623.27	-\$447,796.42
Total	\$26,553,921.46	\$27,877,872.51	-\$1,323,951.05

All variances represent gains or losses on investments.

11. Status of Audit for the year ended September 30, 2020 as of August 31, 2021

- The audit of the University's Financial Statements, Reports and Schedules required by the Uniform Guidance for the year ended September 30, 2020 commenced in November 2020, with a new audit team, BDO USA.

- The 2020 Other Post-Employment Benefits (OPEB) package was received on April 8th, 2022. The University incorporated all required changes and disclosures to the financial statements and handed the financial statement draft to the auditors for review and compilation on May 4, 2022. The University is in the process of requesting another delayed reporting waiver through July 15, 2022 as the auditors are not yet complete with their work on the Single Audit and financial statements.
- The University has also secured appropriate waivers through December 31, 2022, for the issuance of the fiscal year 2021 audited statements. A preliminary schedule for completion of the FY21 audit by this deadline, has been established. The University will continue working with the auditors to meet this deadline.

Governance Committee.....Erica Johnson Creamer

The Committee received an update report on the Board Assessment and also reviewed the current UVI Board composition and provided suggested names to be recommended for membership on the Board.