

**MEETING OF THE BOARD OF TRUSTEES
OCTOBER 22, 2022**

**UNIVERSITY OF THE VIRGIN ISLANDS
Administration and Conference Center
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 Provost's Component's activities and initiatives during May through August 2022. The report highlighted new personnel, summer programs, student outreach activities, and several public service and community outreach activities. It also highlighted an extensive number of student and faculty achievements, including publications, presentations, and other scholarly activities as well as an analysis of the Fall 2022 registration and enrollment.

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

1. Campus Projects Update

a. Albert A. Sheen St. Croix Campus Reports

ALBERT A. SHEEN CAMPUS (AAS) ST. CROIX PROJECTS:

- Sheep Farm Facilities – Construction activities at the new location of the Sheep Farm structures were mobilized on March 14, 2022. Anticipated completion November 30, 2022
- Aquaculture Facilities Reconstruction – Construction activities at the Aquaculture Facility were mobilized on March 14, 2022. Anticipated completion: October 30, 2022
- Childcare Facility Renovation – 98% completed. Scheduled completion: October 30, 2022. Currently in full use. Additional work approved to install outdoor playground surface
- Replacement of Light Poles and Luminaries- 98% completed. Scheduled completion: October 30, 2022
- Roofing and Exterior Repairs: 100% completion. Completed: June 30, 2022

ALBERT A. SHEEN CAMPUS (AAS) CAPITAL PROJECTS

- UVI STX Wind Retrofit Design (A&E) – 85% completed; Phase I completion: June 2022

- School of Nursing Building: New Construction – 15% completed; The final schematic elevation along with the 3-D rendering is anticipated to be completed by October 4, 2022 for review and comment

ALBERT A. SCHEEN (AAS) HURRICANE RECOVERY PROJECTS

FEMA Project Listing - several projects throughout campus have been completed or are near completion. Reimbursement received to date from expended funds for those projects total \$1,034,369.00. Additionally, funding for reconstruction activities include insurance proceeds received for damages sustained during hurricane Maria. A total of \$5,424,683.24 has been collected between FY18-FY22.

HURRICANE RESTORATION PROJECTS -- STT CAMPUS:

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 several campus facilities. The facilities include the Residence Halls (South, Middle, North, East Hall, and West Hall) and the Paiewonsky Library. The Scope of Work includes but is not limited to roofs, windows, walls, and equipment replacement. On April 13, 2020, the University was awarded \$4,123,164.00 for the Wind Retrofit Grant.

Caribbean Professional Consultants was selected through an extensive IFB process to do the Architectural and Engineering (A&E) phase of the project. An official Notice to Proceed was issued on January 4, 2022, to Caribbean Professional Consultants to start the project. Purchase Order #POO31661 was issued in the amount of \$391,700.00 for this project.

Hurricane Restoration Expenses

There are several hurricane restoration expenses for various areas of the OEK campus totaling \$47,081,946.75. Some expenses include but are not limited to A & E services, storage container, lighting upgrade, replacement furniture, gutter repairs, water heaters, painting, roof repairs, vehicle glass repair and other hurricane restoration related expenses.

HURRICANE RESTORATION PROJECTS -- STT CAMPUS (continued):

- FEMA Payments for Submitted Projects - A total of \$14,566,116.00 has been paid by FEMA for submitted projects.
- Bookstore Air Condition project – 100% Completed – May 2022
- Campus Roads and Sidewalk Project – In progress; scheduled completion - May 2023
- Campus Water System Improvements – In progress; scheduled completion – October 2023
- CELL Building Renovation Project – 100% completed – May 2022
- Dining Pavilion - 100% completed – May 2022
- East Residence Hall Railings - In progress; scheduled completion – December 2022
- Electrical Distribution System Upgrade – In progress; scheduled completion – December 2023
- President's Guest House – In progress; scheduled completion - March 2023
- Reichhold Center Technical Renovation and Comprehensive Design – Facility Comprehensive design: In progress; scheduled completion – December 2022, Phase II Design – In progress; scheduled completion – December 2022,

Final contract negotiations concluded, and the project official start date was September 1, 2022. Custom Builders anticipates substantial completion for August 2023

- Tennis Court Project – In progress; scheduled completion- December 2022

OTHER CAMPUS PROJECTS -- STT CAMPUS

- Academic Building Painting Projects – 100% completed – August 2022
- ADA Compliant Lifts – the installation of the lifts for the Business and Nursing buildings will be coordinated with the restoration of those facilities; scheduled completion – September 2022

CAMPUS RESTORATION PROJECTS -- STT CAMPUS

The US Department of Education (DOE) Funded Restoration Projects:

- School of Business: Completed February 2022; President's State of the University Address was held in the newly constructed Chase Auditorium (B110)
- Center for Marine and Environmental Studies (CMES) Annex - This project is in the substantial completion phase; scheduled completion September 2022
- MacLean Marine Science Center Complete Renovation Project – In progress; scheduled completion November 2022.
- Quarters B –A& E Process: scheduled completion – November 2022, Facility progress: scheduled completion – February 2023

PHYSICAL PLANT OTHER PROJECTS – STT Campus

- ADCON Monthly HVAC Filter Change Out – ongoing monthly services; scheduled completion – July 2023
- Administration and Conference Center Lighting Upgrade - 100% completed – May 2022
- Campus Signage:
 - **Administration and Conference Center** – will be renamed in honor of Dr. LaVerne E. Ragster. An Act was passed by the 34th Legislature of the Virgin Islands on March 24, 2022 honoring and commending Dr. LaVerne E. Ragster for her contributions to the University of the Virgin Islands and the territory in research and science, her contributions to the children of the Virgin Islands, and for becoming the first woman to serve as President of the University of the Virgin Islands; scheduled completion: October 2022
 - **Sports and Fitness Center** – will be renamed in honor of Elridge Blake. An Act was passed by the 34th Legislature of the Virgin Islands on November 18, 2021 honoring and commending Elridge Blake for his outstanding accomplishments in sports and contribution to the people of the Virgin Islands; scheduled completion: October 2022
- Hurricane Season Prep/Tropical Storm Fiona - The OEK campus started its hurricane preparation process from the beginning of the hurricane season in May of 2022. At the start of the season the following tasks were completed: aggressive tree pruning project, diligent roof cleaning and repairs, drainage and gutter cleaning and the procurement of emergency supplies
- Physical Plant Building – In progress; scheduled completion –October 2022

Sports and Fitness Center Elevator Repairs - In progress; scheduled completion – November 2022

- Smart Metering Upgrade – Procurement phase; scheduled completion March 2023
- Vehicle Department Upgrades – The University had a number of automobile purchases for various departments:

Vehicle Listing	Department	Received
UVI 33 – Chevrolet Equinox	Physical Plant Department	August 2022
UVI 40 – Chevrolet Colorado	Security Department	August 2022
UVI 35 – Dodge RAM ProMaster Van	IT Department	September 2022
Chevrolet Colorado Crew Cab	Reichhold Center	<i>Pending</i>
ProMaster City Van	Bookstore	<i>Pending</i>
Pro Master City Van	Campus Mail	<i>Pending</i>
Chevrolet 2500 Crew Cab	Physical Plant/Grounds	<i>Pending</i>

c. Medical School Facilities Update

- Medical Simulation Center (AAS Campus) – The Grand Opening of the University of the Virgin Islands Medical Simulation Center occurred on June 29, 2022 and as of August 30, 2022, the facility was permitted for Partial Occupancy. Though 80% of the building is ready for use, the remaining 20% is still under construction and set to be completed in late December 2022/early January 2023
- Medical Research and Training Center (OEK Campus) – AT Construction Solutions LLC is making progress on the two buildings with the existing building 90% completed and slated for completion in January 2023 and the extension building 20% completed and slated for completion in July 2023.

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

The construction/build-out phase of the UVI Research and Strategy Innovation Center (RASIC) is about 95% complete. The building is slated to be turned over to UVI by mid October 2022.

**Development Committee.....Erica Johnson Creamer
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

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

As of September 14, 2022, the University received a total of \$41,954,923 in allotments from the V.I. Government for Fiscal Year 2022. This represents approximately 93% of the \$45,089,131 appropriated for the fiscal year. Total amount received includes 8% salary repayment and associated taxes of \$3,948,838.

3. Update on FY2023 Appropriations Request

The University requested a total of \$44,325,553 and was appropriated a total of \$41,927,963 as follows:

- Act 8622 (Bill 34-0307)- Operations appropriation, debt service and mandated programs - \$36,751,293
- Act 8617 (Bill 34-0302)
 - Medical School Debt Service - \$1,000,000
 - UVI Scholarship Revolving Fund - \$3,000,000
- Act 8646 (Bill 34-0334)
 - Retroactive Merit Increases for former employees who left the University Jan. 1992- Dec. 1998 -\$1,176,670.49

4. COVID-19 Financial Update and Opportunities as of August 31, 2022 (Presentation/Discussion)

DESCRIPTION	Date of Performance*	Award Amount	Amount Expended as of August 31, 2022	Available Balance as of August 31, 2022
Cares Act For Students A(1)	04/20/2020-06/30/2023	\$4,554,658	\$4,376,249	\$178,409
Cares Act Higher Ed Emergency Relief A(2)	05/01/20-06/30/2023	\$12,226,144	\$11,367,133	\$859,011
Cares Act Institutional A(1)	05/04/2020-06/30/2023	\$5,926,637	\$5,456,801	\$469,836
TOTALS		\$22,707,439	\$21,200,183	\$1,507,256
*Note performance end dates have been extended until June 30, 2023				

5. (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)
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All variances represent gains or losses on investments.

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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.