

**MEETING OF THE BOARD OF TRUSTEES  
MARCH 4, 2023**

**UNIVERSITY OF THE VIRGIN ISLANDS  
VIA ZOOM  
9:00A.M.**

**CONSENT AGENDA**

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

**Provost's Report**

**Buildings and Grounds.....Henry C. Smock**

**I. Campus Projects Update**

**a. Albert A. Sheen St. Croix Campus Reports**

**Section I – Campus Projects**

- Sheep Farm Facilities – In progress; there are delays with manufacturing and shipping of items needed to complete the facility. Anticipated completion March 2023.
- Aquaculture Facilities Reconstruction – manufacturing and shipping delays have resulted in an extension of time needed to complete the project. Anticipated completion March 2023.
- Childcare Facility Renovation – 98% completed. Scheduled completion: February 2023.
- Replacement of Light Poles and Luminaries- completed January 31, 2023.

**Section II - Capital Projects**

- UVI STX Wind Retrofit Design (A&E) – The issuance of a contract to complete the procurement process is on hold pending approval of the Federal Consistency Application
- School of Nursing Building: New Construction – 75% completed; anticipated completion of design: February 7, 2023.

**Section III - 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.

**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 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 perform 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.

## **Section II – Hurricane Restoration**

### **• Hurricane Restoration Expenses**

There are several hurricane restoration expenses for various areas of the OEK campus totaling \$48,525,666.55. 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**

- FEMA Payments for Submitted Projects - A total of \$12,323,396.24 has been submitted to FEMA for reimbursement.
- Campus Roads and Sidewalk Project – In progress; Scheduled completion - May 2023
- Campus Water System Improvements – In progress; scheduled completion – October 2023
- East Residence Hall Railings – completed, January 2023
- 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: Custom Builders anticipates substantial completion in August 2023
- Tennis Court Project – In progress; scheduled completion- February 2023
- The US Department of Education (DOE) Funded Restoration Projects:
  - Center for Marine and Environmental Studies (CMES) Annex - This project is in the substantial completion phase; scheduled completion February 2023
  - MacLean Marine Science Center Complete Renovation Project – In progress; scheduled completion May 2023
  - Quarters B - Facility progress: scheduled completion – April 2023

## **Section III – Other Campus Projects**

- ADA Compliant Lifts – In progress; scheduled completion March 2023
- ADCON Monthly HVAC Filter Change Out – ongoing monthly services; scheduled completion – July 2023
- Campus Signage:
  - **Administration and Conference Center** – was 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** – was renamed in honor of Elridge Blake. An Act was passed by the 34<sup>th</sup> 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

- Physical Plant Building exterior repairs—completed November 2022
- Sports and Fitness Center Elevator Repairs - In progress; scheduled completion –April 2023
- Smart Metering Upgrade – Procurement phase; scheduled completion March 2023

**c. Medical School Facilities Update**

- i. Medical Simulation Center (AAS Campus) – completion of surgical center pending receipt of equipment delayed due to supply chain challenges
- ii. Medical Research and Training Center (OEK Campus) – scheduled completion March 2023
- iii. Biomedical Research Building – projected completion October 2023

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

- Grand opening scheduled for April 2023. Equipment should be in place by the time of the grand opening.
- Culinary Arts Center to be completed by another contractor
- FAA submitted documents for approval to VI Port Authority (VIPA) with respect to the land swap. VIPA to secure approval from the Legislature regarding the conveyance of VIPA property to UVI.

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

The Development Committee received Development and Alumni Affairs updates as well as President's updates regarding fundraising matters.

**Finance and Budget.....Oran C. Roebuck**

**II. Update on the Local Government Appropriation – Fiscal Year 2022**

- As of January 31, 2023, the University received a total of \$10,687,455.75 in allotments from the V.I. Government for Fiscal Year 2023. This represents approximately 25% of the \$41,927,963.49 appropriated for the fiscal year.
- Additionally, during this period, the University was appropriated funds under the following Act:
  - Act No. 8646 (Bill No. 34-0334) \$1,176,670.49 to address retroactive merit increases to employees who separated during the period of January 1, 1992, through December 31, 1998. Act No. 8700 amended the amount to \$1,564,971 to include the class action legal fees.

**III. COVID-19 Financial Update and Opportunities as of December 31, 2022**

DESCRIPTION	Award Amount	Amount Expended as of December 31, 2022	Available Balance as of December 31, 2022
Cares Act For Students A(1)	\$4,554,658	\$4,372,682	\$181,976
Cares Act Higher Ed Emergency Relief A(2)	\$12,226,144	\$9,293,377	\$2,932,767
Cares Act Institutional A(1)	\$5,926,637	\$4,940,914	\$985,723
Totals	\$22,707,439	\$18,606,973	\$4,100,466

#### IV. Review of Unrestricted Operating Budget to Actual Performance through September 30, 2022

Description	FY22 Budget	FY22 Actual	Budget to Actual Percentage
Revenues			
Tuition and Fees	\$10,597,158	\$9,256,758	87.35%
Local Appropriations	\$27,805,458	\$27,805,458	100.00%
Miscellaneous	\$10,520,517	\$15,636,852	148.63%
Auxiliary Enterprises	\$2,525,585	\$3,419,814	135.41%
Total Revenues	\$51,448,718	\$56,118,882	109.08%
Expenditures			
Instruction	\$13,914,184	\$11,973,206	86.05%
Research	\$968,045	\$1,172,872	121.16%
Public Service	\$758,248	\$1,154,826	152.30%
Academic Support	\$3,448,751	\$3,870,195	112.22%
Student Services	\$3,685,591	\$4,019,420	109.06%
Institutional Support	\$13,220,553	\$11,649,022	88.11%
Operations/Maintenance	\$8,992,429	\$8,215,040	91.36%
Student Aid	\$503,363	\$330,585	65.68%
Total Education and General	\$45,491,164	\$42,385,166	93.17%
Auxiliary Enterprises	\$3,276,024	\$5,115,137	156.14%
Transfers to other funds	\$1,234,530	\$1,234,530	100.00%
Salary Increases & Health Insurance (unallocated)	\$1,447,000		
Total Expenditures	\$51,448,718	\$48,734,833	94.73%
<b>Net Operating Position</b>	<b>\$0</b>	<b>\$7,384,049</b>	

#### V. (a) Review of Unrestricted Operating Budget to Actual Performance through December 31, 2022

Total actual revenues through the period ended December 31, 2022 was \$9,874,942 representing 80% of the budgeted amount of \$12,371,486. Actual expenditures of \$9,354,563 represent 70% of the amount budgeted of \$13,394,831. 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 December 2022, was \$520,379.

## 6. (b) Review of Unrestricted Operating Actual to Actual Performance through December 31, 2022

Total actual revenues and total actual expenditures were \$11,906,440 and \$9,239,633, respectively, for the period ended December 31, 2022. Total revenues decreased by approximately 17% from the prior year primarily due to a delay in the receipt of the December 2022 allotment. Total expenditures increased by 1% compared to the same period of the year before.

## VI. Review of Restricted Current Funds Expenditures through December 31, 2022

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

Category	October 1, 2022 Fund Balance	Revenues	Expenditures	December 31, 2022 Fund Balance
Federal Grants	\$(6,862,980)	\$12,700,419	\$6,750,200	\$(912,761)
Local Grants and Contracts	\$(5,130,949)	\$1,073,963	\$726,696	\$(4,783,683)
VI Legislature	\$14,363,034	\$2,105,055	\$956,938	\$15,511,151
Private Grants and Contracts	\$4,410,137	\$477,103	\$404,390	\$4,482,850
Other	\$(2,210,417)	\$1,672,521	\$941,982	\$(1,479,877)
<b>Total</b>	<b>\$4,568,825</b>	<b>\$18,029,061</b>	<b>\$9,780,206</b>	<b>\$12,817,680</b>

## VII. Review of CELL Budget to Actual Performance through December 31, 2022

Description	Budget	Actual Revenues 01-31-2023	Actual Expenditures 01-31-2023	Net Operating Position (Actual Revenues – Actual Expenditures)
Unrestricted Account				
CELL Operating	\$373,630	\$46,967	\$138,717	\$(91,749)
Restricted Accounts				
OSHA Consultation Program	\$ 380,100	\$49,445	\$33,417	\$16,028
Legislative Appropriation	\$100,000	\$25,000	\$23,460	\$1,540
EDA University Center	\$27,976	\$608	\$608	\$0
ICF Skills for Today Training	\$362,496	\$26,268	\$26,268	\$0
AEFLA	\$180,353	\$30,156	\$0	\$30,156
Bureau of Corrections	\$100,000	\$10,000	\$4,338	\$5,662

Culinary Arts Center - Legislative Appropriation Hospitality Program	\$100,000	\$66,250	\$97,009	\$(30,579)
UVI CELL Surveyor Program	\$250,000	\$66,500	\$0	\$62,500
UVI CELL Appraisers Program	\$100,000	\$25,000	\$0	\$25,000
CTE Instructor Certification PD	\$50,000	\$1,500	\$0	\$1,500
<b>Combined Net Operating Position</b>	<b>\$2,024,554</b>	<b>\$343,694</b>	<b>\$323,818</b>	<b>\$19,877</b>

**VIII. Review of Reichhold Center Budget to Actual Performance through December 31, 2022**

<b>REVENUES &amp; EXPENDITURES</b>	<b>BUDGET Oct 1, 2022 – December 31, 2022</b>	<b>ACTUAL Oct 1, 2022 – December 31, 2022</b>
REVENUES:		
RCA Foundation Grant	\$62,500.00	\$83,333.00
Private Grants & Corporate Sponsorship	0.00	0.00
Total Revenues	\$62,500.00	\$83,333.00
EXPENDITURES:		
Salaries and Fringe Benefits	\$57,000.00	\$56,222.37
Direct Expenditures: Season/Projects	2,000.00	0.00
Direct Expenditures: Other	3,500.00	552.02
Total Expenditures	\$62,500.00	\$56,774.39
<b>Net Operating Position</b>	<b>\$0.00</b>	<b>\$26,558.61</b>

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

<b>Fiscal Year Quarter 1 Comparison – 2022 &amp; 2023</b>					
<b>Fiscal Year</b>	<b>Quarter 1</b>	<b>Proposal #</b>	<b>Proposal Amount</b>	<b>Award #</b>	<b>Award Amount</b>
<b>FY2022</b>		<b>29</b>	<b>\$11,500,212</b>	<b>21</b>	<b>\$5,272,352</b>
<b>FY2023</b>	<b>October - December</b>	<b>31</b>	<b>\$30,635,304</b>	<b>21</b>	<b>\$9,485,177</b>
<b>Changes (FY22-FY23)</b>		<b>2</b>	<b>\$19,135,092</b>	<b>0</b>	<b>\$4,212,825</b>

X. Quasi-

**Endowment Fund Balance as of December 31, 2022**

University of the Virgin Islands

Endowment Funds

Comparison Periods Ended December 31, 2022 and August 31, 2022

Description	December 2022	August 2022	Variance
Seslia Title III Endowment	194,714.92	207,737.31	\$ (13,022.39)
Common Fund Term Endowment	443,371.93	450,404.49	\$ (7,032.56)
Common Fund National Guard Assistance	353,983.14	382,137.60	\$ (28,154.46)
Common Fund Veterans Tuition Assistance	700,493.13	711,604.05	\$ (11,110.92)
Common Fund Scholarship Fund	157,660.85	194,866.61	\$ (37,205.76)
Common Fund Quasi Endowment	5,997,734.29	6,125,733.20	\$ (127,998.91)
Common Fund SOM Sustainability Fund	4,495,977.40	5,095,976.33	\$ (599,998.93)
Common Fund Sustainability Fund I	1,395,109.54	1,402,765.61	\$ (7,656.07)
Common Fund Sustainability Fund II	527,941.98	522,324.82	\$ 5,617.16
Common Fund TOPA Scholarship Endowment	2,296,465.30	2,400,758.65	\$ (104,293.35)
Common Fund UVI HBCU Reserve Fund	5,892,439.09	5,985,657.85	\$ (93,218.76)
<b>Total</b>	<b>\$ 22,455,891.57</b>	<b>\$ 23,479,966.52</b>	<b>\$ (1,024,074.95)</b>

**XI. Status of Audit for the year ended September 30, 2020 as of December 31, 2022**

- 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 OPEB package was received on April 8<sup>th</sup>, 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<sup>th</sup>. The University is in the process of requesting another delayed reporting waiver through March 30, 2023, 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 June 30, 2023, 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.

**XII. HBCU Capital Financing Loan Application**

UVI submitted an application for financing three projects through the Historically Black College and University (HBCU) Capital Financing Program on January 23, 2023. The projects are as follows:

- Construction of a new classroom building for the School of Nursing on the Albert A Sheen St. Croix campus – estimated at \$7.1M
- Furniture, Fixtures and Equipment (FF&E) needed for the Medical Research Training Center (MRTC) and Bio-Medical Laboratory located on the Orville E Kean (OEK) St. Thomas (STT) campus – estimated at \$3M
- Completion of the re-construction of facilities damaged by the 2017 hurricanes, Irma and Maria. The buildings, located on the OEK STT campus, include Quarters B (research facility) and Reichhold Center (performing arts facility) – estimated at \$3M

On February 22, 2023 the University received communication regarding follow-up underwriting credit questions for the proposed financing.