

**MEETING OF THE BOARD OF TRUSTEES
OCTOBER 30, 2010**

**UNIVERSITY OF THE VIRGIN ISLANDS
ADMINISTRATION AND CONFERENCE CENTER
ST. THOMAS CAMPUS
9:00 A.M.**

**DRAFT ACTION AGENDA
Regular Session**

1. Call to Order
2. Minutes of June 12, 2010
Approval
Matters Arising
3. Old Business
4. New Business
5. Approval of Consent Agenda
6. President's Report
7. Chairman's Comments
8. Research and Technology Park Board..... Alexander A. Moorhead

Update Report
(Presentation/Discussion)

The Board will receive an update report from the Research and Technology Park Board.

No action required.

9. Committee Action Items

Academic, Research, and Student Affairs.....Dr. Yvonne E. L. Thraen

Bachelor of Business Administration in Hotel and Tourism Management
(Presentation/Discussion/Action)

The Bachelor of Business Administration program in Hotel and Tourism Management was presented to the ARSA Committee by Dr. Charles Williams, Dean of Business, and Professor Glenn Metts. The program was vetted and approved by the various constituent groups, which included the School of Business; the Curriculum Committee; the Faculty Committee; and Cabinet. The program has received a commitment of external funding and scholarships once it has been launched. Additionally, the local tourism industry has pledged its support for the program and will provide internship opportunities for students.

The ARSA Committee engaged in an extensive discussion of the program. Items discussed included course requirements, the lack of written documentation of support from the constituent groups, and the financial viability of the program. The President committed to providing documentation of the support and financial viability to the committee.

The committee voted to approve the Bachelor of Business Administration program in Hotel and Tourism Management. The motion was approved by a majority vote, five (5) in favor, one (1) opposed and one (1) abstention. Trustee Baumann opposed the motion and Trustee Pichardo abstained. The proposal will be forwarded to the full Board for consideration at the October 30, 2010 meeting.

Action required.

Committee on Trustees.....Jennifer Nugent- Hill

A. Selection of Candidates for Trustee Emeritus Status
(Presentation/Discussion/Action)

The Committee on Trustees implemented the Trustee Emeritus Policy that was approved by the Board of Trustees on March 20, 2010. At the September 14, 2010 meeting, the Committee recommended for the consideration of the full Board, three nominations for Trustee Emeritus. The nominees are:

- Dr. Bernard Paiewonsky
- Mr. Roy D. Jackson
- Dr. Auguste E. Rimpel, Jr.

A resolution for each nominee is being presented to the full Board for review and approval.

Action required.

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

A. Goal for Fiscal Year 2011
(Presentation/Discussion/Action)

The Committee is submitting a recommendation to amend the previously established the 2011 alumni giving rate goal of 8.5% to 3% above the final alumni giving rate figure secured in 2010 and to increase the total fund raising goal to \$1.5M for fiscal year 2011.

Action required.

Executive Committee.....Alexander A. Moorhead

A. Ratification of the following actions taken by the Executive Committee since the last meeting of the UVI Board of Trustees which was held on June 12, 2010.
(Presentation/ Discussion/Action)

A resolution is being presented outlining the following actions taken by the Executive Committee of the Board since the last meeting of the UVI Board of Trustees:

1. Based on the recommendation of the Finance and Budget Committee, the Committee rescinded the Board's direction to the President to meet with the Governor to request the reconsideration of the Office of Management and Budget's decision to reduce the University's FY2010-2011 Appropriation Request.
2. The Committee approved the Proposed Guiding Principles to be followed by the University in reducing its FY2010-2011 operating budget to accommodate a reduction in the appropriation-request for the University.
3. The Committee approved the proposed Facility Needs Assessment Plan.
4. The Committee approved a budget, including a schedule of fees, for the operation of the Wellness Center in FY2010-2011. One was not included in the operating budget for the University approved earlier this year.
5. The Committee approved a resolution authorizing the amendment of the Indenture of Trust dated June 1, 1999 under which the Series 1999A Bonds were issued and authorizing the issuance of General Obligation Refunding Bonds of the University of the Virgin Islands.

Action required.

Finance and Budget Committee.....Edward E. Thomas

A. In light of the 3% reduction of the University’s FY2010-2011 appropriation request that was recommended by the Office of Management and Budget, the Finance and Budget Committee voted to recommend to the Executive Committee the amendment of the appropriation request from \$34.5M to \$33,465,000.

No action required.

B. Tuition and Fees Increase Proposal Fall 2011
(Presentation/Discussion/Action)

The Administration of the University is proposing increases in tuition and room and board charges and the establishment of a new deferred tuition payment plan reinstatement fee effective Fall 2011.

(a) The Finance and Budget Committee voted to recommend to the Board of Trustees the approval of a tuition rate increase of 6%, effective with the Fall Semester 2011, which will result in the following rates:

TUITION – 6% Increase	Effective Fall 2011
Part-time Undergraduate Residents	\$133 per credit
Full-time Undergraduate Residents	\$3,990 per year
Graduate Residents	\$330 per credit
Part-time Undergraduate Non-Residents	\$400 per credit
Full-time Undergraduate Non-Residents	\$11,970 per year
Graduate Non-Residents	\$660 per credit

(b) The Finance and Budget Committee voted to recommend to the Board of Trustees the approval of:

i. An increase in the room rates of 12% and that the single occupancy rate be set at 1.30 times the double occupancy rate effective Fall Semester 2011. This will result in the following rates:

ROOM AND BOARD CHARGES BY CATEGORY	Effective Fall 2011
Room – 12% Increase	Rate
Single Room Charge Per Year	\$3,606
Double Room Charge Per Year	\$2,774
Triple Room Charge Per Year	\$2,084

ii. An increase in the board rates of 8%, which will result in the following rates:

.Board by Plan – 8% Increase	Rate - Effective Fall 2011
Board Charge Per Year, Plan A	\$5,780
Board Charge Per Year, Plan B	\$4,050

Commuter Meal Charge Per Year, Plan A	\$2,640
Commuter Meal Charge Per Year, Plan B	\$1,320

- (c) The Finance and Budget Committee voted to recommend to the Board of Trustees the establishment of a deferred tuition payment plan reinstatement fee of \$100, per instance, effective with the Fall Semester 2011.

Action required.

Planning Committee.....Sinclair L. Wilkinson

A. VISION 2010 Closeout Report for 2009/2010
(Presentation/Discussion/Action)

The report outlined the status of the 33 measures of accomplishment applicable to the period October 1, 2009 to September 30, 2010. Of those, 25 have been achieved, 6 are more than 50% complete, and 2 are less than 50% complete. Among those fully achieved were attaining the enrollment target of 2700 students, commissioning of the wellness center, development of structures and mechanisms to implement the Task Forces' reports, and hiring of an internal auditor. Clarifications were provided to committee members in response to their inquiries on the status of the signage project for the Evans Center, the Little Theater, the MOUs between St. Martin, St. Kitts and UVI, the Brewers Bay restrooms, the employee policy manual, the task forces reports, recruitment and enrollment, and the staff satisfaction survey. Measures of Accomplishment not achieved in FY 2009-2010 will continue into FY 2010-2011.

Amendments were requested and granted for the following measures of accomplishment:

1.D.2b. Requesting an amendment to this measure to read, "Review and commence implementation, as appropriate of the recommendations of the Task Force on Improving Retention and Graduation Rates by fall 2010."

1.E.7. Requesting amendment of this measure to read, "Establish and commence implementation of a renovation plan to address critical existing facilities issues on both campuses over the period 2010-2012."

4.A.4. Requesting amendment of this measure to read, "Create a structure to implement, as appropriate the recommendations of the Task Force on Improving the Quality of Education in the Territory by fall 2010."

The Committee also agreed to label the final version of the report that would be presented to the Board of Trustees as "VISION 2012 2009-2010 Close Out Report," thus, eliminating the need to bring the report back to the Committee in January.

Action required.

B. Key Performance Indicators – “Current State of UVI” - Fall 2010 Enrollment, Retention, Student Profile, Employee Profile, Development
(Presentation/Discussion)

Student headcount on September 3rd was reported as 2,942, exceeding the fall 2010 enrollment goal of 2,700. This and other related figures were expected to change as the enrollment process progressed. The retention rate of 75% has been met and male enrollment has increased. Data has revealed that the typical freshman at UVI is a full-time black female who is a resident of the territory and is a recent high school graduate. The typical undergraduate is a full-time more mature female who has other responsibilities beyond attending UVI. There are 380 staff members, a decline of 3% from last year. The number of teaching faculty has increased by 8% to 124. The 2009-2010 fundraising goal of \$1.1M has been exceeded as well as the targeted 7% alumni giving rate.

No action required.

9. Other Business

10. Executive Session

11. Date and Place of the next meetings of the UVI Board of Trustees

- Saturday, March 12, 2011 St. Croix Campus
- Saturday, June 11, 2011 St. Thomas Campus
- Saturday, October 29, 2011 St. Croix Campus

11. Adjournment