

**MEETING OF THE BOARD OF TRUSTEES
OCTOBER 26, 2013**

**UNIVERSITY OF THE VIRGIN ISLANDS
GREAT HALL, NORTHWEST WING
ST. CROIX CAMPUS
10:00 A.M.**

**ACTION AGENDA
Regular Session**

1. Call to Order
2. Minutes of June 15, 2013 Meeting
3. Matters Arising from Minutes of June 15, 2013 Meeting
4. Old Business
5. New Business
6. Approval of Consent Agenda
7. President's Report
8. Chairman's Comments
9. Research and Technology Park Update Report
10. Committee Action Items

COMMITTEE ON TRUSTEES.....Ms. Jennifer Nugent-Hill

Review and Approval of the Resolution for the renaming of the Committee on Trustees to the Governance Committee

(Presentation/Discussion/Action)

The Committee on Trustees has investigated best practices of the Association of Governing Boards of Universities and Colleges (AGB) and has recognized that the Committee on Trustees has become the key means by which the UVI Board of Trustees monitors best practices in governance. The Committee on Trustees has also evolved and has expanded its list of responsibilities in a fashion similar to the governing boards of many institutions of higher learning. In keeping with these changes and best practices the Committee on Trustees is recommending that the Committee’s name be changed to the Governance Committee; and that the bylaws are updated to reflect the new name and expanded duties.

Action required.

DEVELOPMENT COMMITTEE.....Rev. Dr. Wesley S. Williams, Jr.

Goal for Fiscal Year 2014/ Alumni Giving Goal 2014

(Presentation/Discussion/Action)

The Committee recommends, for consideration by the full Board, to set the fundraising goal at \$500,000 above the total funds raised in fiscal year 2013 and to set the alumni giving rate goal at 50%. If the fundraising goal is not achieved, the University will increase cash donations by 15% above the cash secured during fiscal year 2013.

Action required.

EXECUTIVE COMMITTEE.....Mr. Alexander Moorhead

A. SBDC Loan and Resolution

(Presentation/Discussion/Action)

Chairman Moorhead reported that the Small Business Development Center (SBDC) applied for a grant for the 2013 fiscal year. Late in the application process, the SBDC discovered that the grant-application required the approval of the governing body of the institution and brought this matter to his attention. The matter was to be presented to the Executive Committee at its meeting on August 27th, but, shortly before that date, the SBDC learned that the funding period for fiscal year 2013 had passed. The SBDC therefore requested instead a recommendation from the Executive Committee to the Board for authorization to apply for the similar grant for fiscal year 2014. The grant would

be used to improve the videoconferencing equipment in both the St. Thomas and St. Croix offices.

President Hall added that having the Board approve an application for a grant was not the normal process; it usually just required the President's signature. However, the U.S. Department of Agriculture, for this particular grant, required approval of the Board.

The Executive Committee unanimously approved a motion recommending to the Board of Trustees that the SBDC be authorized to apply for a loan in fiscal year 2014 for the same purpose. The matter is being forwarded for approval.

Action required.

FINANCE AND BUDGET COMMITTEE.....Mr. Edward E. Thomas

Tuition Rate Maintenance
(Presentation/Discussion/Action)

The Committee recommended that tuition not be increased for the Academic Year 2014-2015.

Action required.

PLANNING COMMITTEE.....Mr. Sinclair L. Wilkinson

A. Proposal for Presenting Key Performance Indicators
(Presentation/Discussion/Action)

President Hall reported that the present system of reporting KPI's was put into place sometime ago before the existence of the present strategic plan. In conducting research of best practices of reporting on KPI's, it was determined that such reporting should be linked to the Strategic Plan. A matrix representing a new system of reporting on the KPI's was presented to the Planning Committee. The Committee voted unanimously to approve the new method of presenting the Key Performance Indicators. The matter is being presented to the full board for approval.

Action required.

B. Key Performance Indicators: Academic Year in Review
(Presentation/Discussion)

A preliminary report of the Key Performance Indicators for the beginning of the academic year was presented. Highlights of the presentation included reports on enrollment,

retention and graduation, undergraduate/freshman profile and an update report on Development. It was noted that enrollment was down slightly, but retention rates are higher than last year. Continuation rates should be addressed as they are lower at 47.2% as compared to many of the less selective institutions at 58%. Six-year graduation rates are also a bit lower at 32% as compared to all public institutions at 60%. It was noted that there are more males in the freshman class in terms of percentage than there are overall, i.e., 31% in FY 2013 compared to 30% in FY 2012. The Development goal was reported as \$3.4m.

No action required.

11. Other Business
12. Executive Session
13. Adjournment