

**MEETING OF THE BOARD OF TRUSTEES  
JUNE 9, 2012**

**UNIVERSITY OF THE VIRGIN ISLANDS  
NORTHWEST WING, GREAT HALL  
ALBERT A. SHEEN CAMPUS  
9:00 A.M.**

**ACTION AGENDA  
Regular Session**

1. Call to Order

2. Minutes of March 10, 2012

Approval  
Matters Arising

3. Election of Officers

The Committee on Trustees conducted its annual meeting on nominations as outlined in the Nomination Process adopted by the Board of Trustees in November of 2009. Seven nominations were received for the positions of Chair and Vice-Chair. A slate of candidates was developed and approved as required by the process. This slate is being presented to the Board of Trustees for their deliberation and action.

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

**A. Amended Rules Governing Appeals to the Board**

(Presentation/Discussion/Action)

Amended Rules Governing Appeals to the Board of Trustees were presented to the committee for review and approval. The University's legal counsel approved the amendments, which provide for a more comprehensive policy, including an appeal process which exists in the University's Faculty Policy Manual. The amended Rules provide a means for filing the documents electronically in order to facilitate the appeal process.

After a brief deliberation, the committee voted unanimously to approve the amended rules. They will be forwarded to the full Board for consideration at the June 9, 2012 meeting.

*Action required.*

**B. Student Conduct Code**

(Presentation/Discussion/Action)

The Student Conduct Code was presented to Cabinet and subsequently to the University's legal counsel. Amendments were adopted and shared with faculty, staff and students. To the extent possible, the draft document is reflective of best practices and existing trends in higher education. Secondly, it provides greater clarity and includes definitions of terms so that students are aware of the terms and understand them. Thirdly, the document addresses revisions to procedures in handling student complaints. Finally, the document expands the jurisdiction of the University to acts that occur off campus.

After an extensive deliberation, the committee voted unanimously to approve the Student Conduct Code with additional amendments. It will be forwarded to the full Board for consideration at the June 9, 2012 meeting.

*Action required.*

**Board Assessment Tool**

(Presentation/Discussion/Approval)

The Committee on Trustees is recommending the adoption of a standard assessment tool to examine the Board's performance, promote best practice and demonstrate to the UVI community the Board's commitment to the University and its own excellence. Board Liaison Gail Steele presented this tool after her attendance at the Association of Governing Boards (AGB) annual conference. The assessment tool can be used to help Board members focus on their duties, improve their performance, foster greater engagement among trustees and better facilitate the way they develop goals for upcoming years.

*Action required.*

**Ratification of action taken by the Executive Committee on behalf of the Board of Trustees since the last meeting of the Board of Trustees, which was on March 10, 2012.**  
(Presentation/Discussion/Approval)

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

- On the recommendation of the Buildings and Grounds Committee and the Finance and Budget Committee of the Board, the Committee selected Option 2 of three options submitted by President David Hall for the purchase by the University of five megawatts of solar-generated power (approximately three megawatts on the St. Thomas Campus and two megawatts on the Albert A. Sheen Sr. Camus) from Caribbean Wind Energy and System 3 through a twenty-year Power Purchase Agreement (PPA). (A copy of the Administration’s proposal, captioned Energy Management Report March 2012, University Wide Photovoltaic System Project, is attached as Exhibit A.) In order to keep the project on schedule for a January 2013 completion, the Committee adopted a motion authorizing the President to proceed with the negotiation of a PPA with Caribbean Wind Energy and System 3 to purchase approximately five megawatts of solar-generated power to displace more expensive, fossil fuels generated power supplied by VIWAPA;
- The Committee approved a policy governing the issuance of tablet computers to the members of the Board of Trustees. (A copy of the policy captioned, Issuance of Tablet Computers to Trustees, is attached as Exhibit B.) The use of tablet computers, specifically Apple iPad2’s<sup>1</sup>, will replace the printing, collating, binding, and distribution of Board Boards at least three times a year - before each meeting of the Board, and therefore result in a reduction in the operating expenses of the Board. The approval of this policy by the Committee allowed the distribution of iPad2’s before the June meeting of the Board rather than delaying the achievement of that reduction in operating expenses until the Board meeting in October.
- The Periodic Review Report (PRR) was reviewed and edited by the Academic, Research, and Student Affairs Committee and then forwarded to the Executive Committee for review and approval. The Committee reviewed and approved the edited PRR. (A copy of the PRR is attached as Exhibit C.) The approval of the report was needed prior to the June 9, 2012 meeting of the Board of Trustees in order for the Administration to comply with the deadline of June 1, 2012 for the submission of the PRR to the Middle States Commission on Higher Education.

*Action required.*

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<sup>1</sup> The iPad2 is approximately \$100.00 per unit less expensive than the New iPad which recently became commercially available.

**A. University of St. Martin (USM) Tuition Rate Proposal**  
(Presentation/Discussion/Approval)

The Administration is proposing that the tuition charged to USM students be linked to the UVI's going tuition rate. Previous Memorandum of Understanding offered fixed tuition rates which did not change as the University's tuition rates increased.

*Action required.*

**B. Fiscal Year 2013 Operating Budget**  
(Presentation/Discussion/Approval)

The Administration is proposing an operating budget of total operating revenues of \$44,939,888 and expenditures and transfers of \$44,936,274 for Fiscal Year 2013.

*Action required.*

**C. Financial Policies**  
(Presentation/Discussion/Approval)

The Administration is proposing financial policies covering fiscal responsibility, procurement, travel, moving and relocation expenses and hosting, hospitality and entertainment expenses for adoption by the University.

*Action required.*

**A. Key Performance Indicators: Academic Year in Review**

An overview of the key performance indicators for the 2011/2012 academic year was presented. Total financial aid consisting of UVI financial aid, UVI scholarships and federal financial aid were all above previous years and amounted to \$1.1M. Incidents of campus crimes were down in calendar year 2011 compared to 2010. Total contributions to UVI as of April 4, 2012 were down by 15% compared to last year. Other indicators reported on were capital projects, graduates and community engagement.

*No action required.*

- 11. Other Business
- 12. Executive Session
- 12. Adjournment