

MEETING OF THE BOARD OF TRUSTEES
SATURDAY, October 24, 2015

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

REGULAR SESSION
MINUTES

MEMBERS PRESENT

Attorney Henry C. Smock, Chair
Mr. Alexander Moorhead, Vice Chair
Dr. David Hall, President and Secretary
Dr. Richard Hall, Faculty Trustee
Attorney Nandi Sékou, Chair, Board of Education
Ms. Jacqueline A. Sprauve, Alumni Trustee
Hon. Patricia D. Steele
Mr. Edward E. Thomas
Dr. Yvonne E.L. Thraen (late arrival)
Mr. Sinclair L. Wilkinson
Mr. Devon Williams, Student Trustee
Rev. Wesley S. Williams, Jr. (by telephone)

MEMBERS ABSENT

Mrs. Jennifer Nugent-Hill
Dr. Sharon McCollum, Commissioner of Education
Mrs. Gwendolyn Adams Norton
Mrs. Luz Suarez de Highfield

OTHERS PRESENT

Dr. Camille McKayle, Provost and Vice President Academic Affairs
Mr. Mitchell Neaves, Vice President Institutional Advancement
Mr. Tony Valentine, Associate Vice President for Business and Fiscal Affairs
Attorney Marie ThomasGriffith, UVI Legal Counsel

CALL TO ORDER

A quorum being present, the Chair, Henry C. Smock, called the Regular Session of the meeting to order at 9:03 a.m. He noted the excused absences of the following trustees:

- Jennifer Nugent-Hill – out of the territory
- Luz Suarez de Highfield – out of the territory
- Gwen Norton – unable to attend
- Dr. Sharon McCollum – out of the territory
- Yvonne Thraen – will arrive late

The Chair welcomed new members to the Board of Trustees:

- **Dr. Richard Hall** – Faculty Trustee, serves on ARSA Committee and Planning Committee
- **Mr. Devon Williams** – Student Trustee, serves on ARSA Committee and Buildings and Grounds Committee

APPROVAL OF MINUTES

A motion was made by Trustee Patricia Steele, which was seconded by Trustee Edward Thomas, to approve the minutes of February 13, 2015. Trustees Alexander Moorhead, Richard Hall and Devon Williams abstained from the February 13, 2015 minutes. The vote on the motion to approve the February 13th was in favor, with three abstentions.

APPROVAL OF CONSENT AGENDA

A motion was made by Trustee Edward Thomas, which was seconded by Trustee Alexander Moorhead, to approve the Consent Agenda. The vote on the motion to approve the Consent Agenda was unanimous.

PRESIDENT'S REPORT

President Hall highlighted several University activities and achievements in his written report and provided updates to the report based on occurrences since the report was issued. His oral report included the following:

Student Achievements

Participation in the following programs:

- 2015 Summer Sophomore Research Institute (SSRI)
- 2015 UVI Summer Undergraduate Research Experience (SURE)
- The Washington Center Summer Internship Program (TWC)
- National Student Exchange Program (NSE)
- Student Research attendance at various off-island institutions

Highlights from the written report also included:

- Presentations at National Conferences
- Alumni Updates
- Faculty Achievements
- Publications and Papers
- Faculty Achievements

Significant Institutional Achievements

- UVI Community Service Days
- UVI Homecoming on Albert A. Sheen Campus
- UVI, viNGN, and DOE Partner to create STEAM Academy
- UVI at University of St. Martin (USM)
- Bachelor of Science in Nursing Program on St. Croix
- UVI Cares Awareness Campaign
- Summer Programs – University Bound, Summer Bridge, Math Behind the Science, Cybersecurity Initiative
- Launch of VI Partners for Early Childhood Success Federal Grant
- ILOE/Consulting Projects Update
- Reichhold Center for the Arts Renovations
- Growth in Media, Website and National Presence

Minutes Recorded by Gail T. Steele, Board Liaison

Approved by the Board of Trustees – December 8, 2015

CHAIRMAN'S COMMENTS

Chairman Smock thanked the members of the Board who have served one term and will soon be replaced. He presented each those members who were present with a plaque and gift from the Board. He stated:

- **Luz Suarez de Highfield** – Served as a member of the ARSA, the Buildings and Grounds (B & G) and the Development committees
- **Patricia D. Steele** - Served as a member of Planning, Governance and B& G committees
- **Edward E. Thomas** – served as Chair of both the Audit and Finance and Budget Committees and also as a member of the Executive Committee

Presentation to President Hall

Chairman Smock reminded members of an email regarding two upcoming special events in November. President Hall will be honored both locally and nationally over the weekend of November 14-16, 2015. He receives one award on Saturday evening, hops on plane on Sunday and then on Monday evening receives the other award.

Locally, President Hall will be receiving

- ❖ The **Award of Excellence** from the USVI Hotel and Tourism Association, an award which is presented to a Virgin Islander who has made significant contribution to the success of the tourism industry. The USVI-HTA recognition of President Hall's leadership is in regards to UVI's Hospitality and Tourism Management Program. and;

Nationally, he will receive

- ❖ The **Educational Leadership Award Recipient** for Thurgood Marshall College Fund, which is the highest individual award presented annually to an HBCU president who has demonstrated outstanding business, academic and visionary leadership.

Mr. Johnny C. Taylor, Jr. was quoted as saying, "Dr. Hall is one of the hardest-working, steadfast leaders in the HBCU community. There are few higher education executives who have the ability to lead with a vision- always seeking cutting-edge solution and creating a vibrant 21st century HBCU."

Chairman Smock stated that the UVI Board of Trustees recognizes the hard work of the President and the great significance of both awards as well as the recognition that it brings to the University. We wanted to take the opportunity to congratulate President Hall and presented him with a plaque of appreciation.

RESEARCH AND TECHNOLOGY PARK UPDATE REPORT

At the invitation of the Chair, Dr. Gillian Marcelle, Executive Director of the RTPark, presented the RTPark Update Report to the Board of Trustees. Dr. Marcelle provided highlights to the written report, which included an update to the new strategy for the RTPark. She reported that in executing the new strategy, the Park was receiving support and has engaged a high level strategist to design effective economic development strategies. She also provided an update on the Park's financial prospects.

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Lastly, she reported that in the final quarter of the calendar year 2015, she would continue to focus on restructuring of the staff team and execution of the projects. She also noted that on November 18th, the Board of Directors of the RTPark is scheduled to meet and review its performance in the Fiscal Year 2015. Chairman Smock thanked Dr. Marcelle for her report.

VIRGIN ISLANDS ACADEMIC AND CULTURAL AWARDS ENDOWMENT Update Report

Chairman Smock reminded members of the board's goal to get reports on the functions and membership of the UVI-related Boards. He noted that, at previous meetings of the Board of Trustees, reports have been received on the FUVI and the Reichhold Center Boards of Directors.

Dr. Camille McKayle, Provost and Vice President for Academic Affairs and Executive Director of the Virgin Islands Academic and Cultural Awards Endowment (VIACAE), made a presentation to the Board concerning the VIACAE. The presentation included the following:

- The purpose of the VIACAE
- The membership and the officers of the VIACAE
- Management of the Endowment
- Funding and Scholarship Awarding

Chairman Smock thanked Provost McKayle for the presentation and report on the Virgin Islands Academic and Cultural Awards Endowment.

BOARD COMMITTEE REPORTS

Academic, Research and Student AffairsDr. Yvonne E. L. Thraen

PhD Program

Trustee Yvonne Thraen, Chair of the Academic, Research and Student Affairs Committee (ARSA) reported that a Special Session of the ARSA Committee was convened to review and approve the proposal for a PhD degree and a PhD program in Creative Leadership for Innovation and Change. On Trustee Thraen's invitation, the Provost provided the committee with an overview of the program, which is designed as a three year, nine-semester program, that will provide graduate students and working professionals advanced study in the field of leadership, with applications to a variety of fields and settings.

After Provost McKayle's presentation, Trustee Thraen reported that the program was vetted at various phases by the Graduate Council and faculty. The faculty approved the framework for the PhD degree and subsequently approved the PhD program in Creative Leadership for Innovation and Change, provided that faculty approves policies for distance education and management of interdisciplinary PhD programs prior to enrollment of students in the program.

The ARSA committee voted unanimously to recommend, to the Board, the approval of the proposal for a PhD degree and the PhD program in Creative Leadership for Innovation and Change. The recommendation was being forwarded to the full Board for review and action.

[Minutes Recorded by Gail T. Steele, Board Liaison](#)
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After the presentation, a motion was made by Trustee Moorhead, which was seconded by Trustee Thraen, to approve the resolution approving a PhD degree and the PhD program in Creative Leadership for Innovation and Change. The vote on the motion was unanimous by all members present. The resolution is appended to the minutes.

Presidential Appreciation Award

The Presidential Award was presented to Provost McKayle, the Office of the Provost, the Graduate Council and the Faculty for the hard work and time put into the development and internal approval of the PhD Program in Creative Leadership for Innovation and Change.

Development Committee.....Rev. Dr. Wesley S. Williams

Status Report on Fundraising

Vice President Mitchell Neaves reported that the Development Committee discussed the University's success and challenges in securing external funding from corporations, foundations and alumni constituents during fiscal year 2015. He reported that total contributions to date for fiscal year 2015 (Oct 1, 2014 – September 30, 2015) were \$1,842,888.05. He further noted that the institution fell short of the annual fund and alumni giving goals that were established by the Board. He shared the commitment of the Institutional Advancement team to re-engage major gift prospects and develop new strategies for alumni engagement.

Goal for Fiscal Year 2016

VP Neaves reported that the Committee recommends, for consideration by the full Board, to retain the fiscal year 2015 goal for cash donations at \$2.56M and set alumni participation goal at 50 percent.

A motion was made by Trustee Moorhead, which was seconded by Trustee Steele, to approve the resolution, approving the Fundraising and Alumni Giving Rate Goals for Fiscal Year 2016. The vote on the motion was unanimous by the members present. The resolution is appended to the minutes.

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

Tuition Overload Policy Recommendation

Trustee Thomas reported that the Administration was proposing implementing a tuition and fees policy statement that includes a provision for tuition rates for credit hour overload. He stated that at this time, students who were enrolled in seventeen credits and above pay the same tuition rate as those enrolled in twelve to sixteen credits. A review of course overload showed a need to assess a charge for students who enroll in seventeen credits or more per semester. The administration proposed three options to the committee.

After its review, the Finance and Budget Committee voted to recommend to the Board of Trustees the Tuition Overload policy, which would authorize the University to assess an overload charge

for all undergraduate students, resident and non-resident, effective Fall Semester 2016, as follows:

- a) Undergraduate residents pay the resident undergraduate per credit hour rate for each credit hour enrolled of seventeen or more per semester.
- b) Undergraduate non-resident students pay a rate of 1.5 times the undergraduate resident rate per credit hour for each credit hour enrolled of seventeen or more per semester.

The matter was being forwarded to the full board for review and approval.

Trustee Thomas made a motion, which was seconded by Trustee Moorhead, to approve the resolution approving Tuition Overload Charge Policy Effective Fall 2016.

Trustee Moorhead offered the following amendments to the resolution:

1. In the 5th WHEREAS clause 3rd line, place a period at the end of the word “colleges” and begin new sentence with “ The Administration therefore proposes” delete the words “and has”
2. Under the Now Therefore be it resolved section: change the two sections (a &b) to read as follows:
 - a) Undergraduate resident students pay \$147.00 per credit hour for each credit hour enrolled of seventeen or more per semester
 - b) Undergraduate non-resident students pay \$221.00 per credit hour for each credit hour enrolled of seventeen or more per semester

Members discussed an agreed to the proposed amendment to the resolution. The vote on the resolution was in favor. The vote was as follows:

Trustees voting in favor: Chairman Smock, President Hall, Trustees Hall, Moorhead, Sprauve, Steele, Thomas, Thraen, Wilkinson, D. Williams, W. Williams

Trustee voting no: Trustee Sekou

FYI 2016 Proposed Operating Budget

Trustee Thomas reported that the Administration was proposing the approval of the FY 2016 Operating Budget for the University. The administration has submitted a resolution with proposed operating revenues of \$46,265,079 and expenditures and transfers of \$46,265,079 for FY2016.

The Finance and Budget voted to recommend to the Board of Trustees the approval of the FY 2016 proposed operating budget resolution.

A motion was made by Trustee Moorhead, which was seconded by Trustee Steele, to approve a resolution approving the Fiscal Year 2015-2016 Operating Budget for the University of the Virgin Islands. Trustee Moorhead offered a minor edit in Section A, on the second line, replacing the word “begins” with “began”. He stated that this revision was made by the Finance and Budget Committee, but was omitted in the resolution presented to the Board. The vote on the motion was unanimous by the members present.

Planning Committee.....Mr. Sinclair Wilkinson

Key Performance Indicators/Pathways to Greatness

The Board received a report on the Key Performance Indicators as linked to the Institution's Strategic Plan, Pathways to Greatness to the Committee. The report focused on enrollment, academic achievement/top achieving students, and financial aid in comparison with the University's aspirational and institutional peers. In addition, academic quality, community engagement and globalization and development completed the report.

EXECUTIVE SESSION

A motion was made by Trustee Wesley Williams, which was seconded by Trustee Yvonne Thraen, to go into Executive Session to address the following matters, which could be reasonably expected to result in the disclosure of information of personal nature wherein public disclosure would constitute a clearly unwarranted invasion of personal privacy, or premature disclosure that would seriously frustrate implementation of the proposed action, and for the Board to obtain legal advice on those matters:

- Receive reports from the Academic, Research and Student Affairs Committee and the Executive Committee
- Update report on the medical School
- Report from the President on personnel matters
- Update on Legal matters

The vote on the motion was unanimous by the members present at the meeting.

RETURN TO REGULAR SESSION

Upon return to the Regular Session of the meeting at 2:00pm, the Chairman reported the following:

In the Executive Session:

1. The Board approved Executive Session Minutes;
2. The Board approved the proposed recipients for Honorary Degree during the 2016 commencement exercises;
3. The Board approved a list of persons from whom the commencement speaker for 2016 will be selected;
4. The Board ratified the action taken by the Executive Committee to accept the self-assessment of President Hall on his performance on his goals for 2014-2015 and give him a job performance rating of Outstanding;

5. The Board ratified the action taken by the Executive Committee regarding the Presidential Goals for 2015-2016;
6. The Board received an update on the Medical School; and
7. The Board received an update on personnel matters and legal issues

ADJOURNMENT

There being no other business, a motion was made by Trustee Moorhead, which was seconded by Trustee Thomas, to adjourn the meeting. The vote on the motion was unanimous. The meeting adjourned at 2:05 pm