

**MEETING OF THE BOARD OF TRUSTEES  
June 2, 2018**

**UNIVERSITY OF THE VIRGIN ISLANDS  
ADMINISTRATION AND CONFERENCE CENTER, THIRD FLOOR  
ST. THOMAS CAMPUS  
ALBERT A. SHEEN CAMPUS  
BY TELECONFERENCE FROM VARIOUS POINTS  
9:00 A.M.**

**REGULAR SESSION  
MINUTES**

**MEMBERS PRESENT**

St. Thomas Campus

Attorney Henry C. Smock, Chair  
Dr. David Hall, President and Secretary  
Dr. Adam Parr, Faculty Trustee  
Dr. John A. Quelch  
Ms. Jacqueline A. Sprauve, Alumni Trustee  
Dr. Yvonne E. L. Thraen

Albert A. Sheen Campus

Mr. Alexander Moorhead, Vice Chair  
Mrs. Oran C. Bowry

Telephone

Rev. Dr. Wesley S. Williams, Jr. (portion of the meeting)

**MEMBERS ABSENT**

Dr. Sharon McCollum, Commissioner of Education (excused)  
Mr. Amiel Brown, Student Trustee (excused)  
Mr. Terrence T. Joseph, Chair, Board of Education

**OTHERS PRESENT**

Dr. Camille McKayle, Provost and Vice President for Academic Affairs  
Mr. Mitchell Neaves, Vice President for Institutional Advancement  
Ms. Sharlene Harris, Interim Vice President for Information Services and Institutional Assessment  
Dr. Frank Mills, Vice Provost Research and Public Service  
Attorney Marie ThomasGriffith, UVI Legal Counsel

**CALL TO ORDER**

The presence of a quorum having been determined, Chairman Henry C. Smock called the Regular Session of the meeting to order at 9:03 a.m. Chairman Smock noted the excused absences of Trustee Sharon McCollum and Trustee Amiel Brown.

Submitted by Gail T. Steele, Liaison to the Board  
Approved by Board of Trustees January 23, 2019

## **GOVERNANCE COMMITTEE**

### The Election of Officers

President Hall reported that, prior to the Annual Meeting of the Board of Trustees, the Governance Committee normally conducts a meeting to select a slate of officers to be recommended pursuant to the Nomination Process adopted by the Board of Trustees. Unfortunately, due to there being a vacancy in the office of Chair of the Governance Committee, the Committee did not meet, therefore a slate of officers was not developed for presentation to the Board.

The Board Chair proposed an alternative for the Board's consideration. He stated, since both the Chair and Vice Chair have agreed to continue in their service, the Chair proposes that, unless there is any objection, the Board accept nominations for office of Chair and Vice Chair of the Board from the floor. There were none. The Chair then appointed Trustee Wesley Williams as Chair Pro-temp to conduct the election of those officers.

A motion was made by President Hall, which was seconded by Trustee Bowry, to elect existing officers, Henry C. Smock and Alexander A. Moorhead, as Chairman and Vice Chairman, respectively, of the Board of Trustees. The vote on the motion was in favor by the members present, with abstentions by Henry Smock and Alexander Moorhead.

Both gentlemen thanked the members for the continued confidence and support. Trustee Williams returned the chair to Trustee Smock.

### **APPROVAL OF MINUTES**

A motion was made by Vice Chair Alexander Moorhead, which was seconded by Trustee Oran C. Bowry to approve the minutes of the Board Meeting held on March 3, 2018. The vote on the motion was unanimous by all members present. The minutes were therefore approved.

### **CONSENT AGENDA**

A motion was made by Vice Chairman Alexander Moorhead, which was seconded by Trustee Oran Bowry, to approve the Consent Agenda as presented. The vote on the motion was unanimous by the members present. Thus the Consent Agenda was approved.

### **PRESIDENT'S REPORT**

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

#### **STUDENT ACHIEVEMENTS**

- **Kendra Kent**, junior criminal justice major, representing the St. Thomas Campus, was

crowned Miss University of the Virgin Islands 2018-2019 at the 38th Annual Miss UVI Ambassadorial Competition held Saturday, April 14, at the St. Croix Educational Complex on St. Croix. Ms. Kent's platform "The Wounds Unseen" focused on mental health and wellness awareness. In addition to being selected as Miss University of the Virgin Islands 2018-2019, Miss Kent was selected as Miss Photogenic, Best Ambassadorial Presentation, Best Performing Talent, Best in Evening Wear, and Miss Popularity. The other participants in the competition included **Ki-Ana Tonge**, who was selected as first runner-up, and **Ashley Simpson**, who was selected as second runner-up. The Student Government Association Queen's Committee organized and conducted the Miss UVI Ambassadorial Competition.

- Five UVI students were selected for the Boston University Early Admission Medical School Program. UVI students captured one-third of the fifteen slots to the students from thirteen other institutions. This represents the largest cohort of UVI students who have ever been selected in the over 30 years since UVI has participated in the program. The UVI students who were selected are:
  - **Kaleb Bellew**, sophomore chemistry major;
  - **Micaiah Bully**, sophomore biology major;
  - **Sojourna Ferguson**, junior biology major;
  - **Aisha Griffin**, sophomore biology major;
  - **Asel Mustafa**, sophomore biology and chemistry major.
  
- Two students successfully defended their dissertations and became the first two PhD graduates from UVI:
  - **Blair Miller**. Examination of Creative Thinking Preferences: Leadership, Vocation & Gender Differences
  - **Ashley Goodwin**. Exploring Cognitive Styles to Examine Explicit theories and Implicit Perceptions Within Teams
  
- **Amiel Brown**, the Student Trustee on the Board of Trustees, accompanied President Hall, Provost McKayle, and other university representatives as a student ambassador to the UVI Rise Relief Fundraiser in Washington D.C. on February 24 held at the Thurgood Marshall College Fund (TMCF) headquarters. Trustee Brown was able to network and provide his testimony on how the University of the Virgin Islands demonstrated not only its resilience, but its tenacity, perseverance, and diligence in advancing forward despite experiencing two category five hurricanes. He was required to provide a comprehensive report and brief remarks at one of the Board of Trustees debriefing meetings.

- Led by *Dr. Glenn Metts*, Business Strategy students in BUS 436 on the St. Thomas Campus were recognized for placing third in the Global Top 100 team this semester for their company's Business Strategy Game (BSG) performance. Making the Global Top 100, out of the approximately 13,500 teams competing worldwide is a clear demonstration of the good strategic business sense of our existing UVI business students.
- This year a record 12 students across both UVI campuses successfully completed the Business Design Grant Program's training and rigorous deliverables to earn the \$750 award. The Business Design Grant Program is a "learn and earn" program that allows students to learn and practice the entrepreneurial skill of transforming an "idea" into the structure of a business and then assess the potential viability of that business. Given that most ideas turn out not to be viable businesses, the program rewards students for completing the deliverables, regardless of the potential business' viability. It is business shaping and evaluation skill-development that is rewarded, not the result. The twelve students who successfully completed the Business Design Grant Program and earned the award are:

Ulric Baptiste, Jr.  
 Gerald Bellot  
 Jiame Berry  
 Amiel Brown  
 Joy Grant  
 Jaecena Howell  
 Jessica LaPlace  
 Coral Megahy  
 Marco Ponce  
 Nathaniel Robinson  
 Nina Scott  
 Andre Williams

- Three undergraduate students emerged victorious after their presentations were judged at the Annual Emerging Researchers National (ERN) Conference in STEM on February 22-24, 2018 at the Marriott Wardman Park Hotel in Washington D.C. Nineteen UVI students were among the over 800 students who attended from colleges and universities across the country. The three students were **Torhera Durand**, **Genique Nicholas** and **Quianah Joyce**.
  - **Durand** won first prize in the category of Cancer Biology for her poster-presentation titled "T-Cell Immunoglobulin and Mucin Protein 3 Involvement in Galectin-9 Induced Apoptosis of Exhausted T-Cells."
  - **Nicholas** won first prize in Chemistry for her poster-presentation titled "Promoting Transition Metal Hydride Formation with Visible Light."

- **Joyce** won first prize in Nanotechnology and Physics for her poster-presentation titled “To Be or Not to Be: Identifying an Ultra-long Gamma Ray Burst During Early Instrument Observation.”

- **Genique Nicholas**, senior Chemistry major and UVI MARC Program Research Trainee, presented research that she conducted as part of an extramural summer research internship. Nicholas interned at the University of North Carolina at Chapel Hill under the mentorship of Dr. Jillian L. Dempsey. She is mentored by *Dr. Yakini Brandy* at UVI.

#### Highlights from the written report also included;

- Alumni Updates
- Faculty Achievements
- Publications and Papers
- Grants and Special Projects Funded

#### Significant Institutional Achievements

- UVI held the 54<sup>th</sup> commencement exercises with historical achievements;
- A student was selected as President and as Provost for the day;
- UVI Carnival Troupe was chosen as first runner-up in St. Thomas Carnival Parade;
- Annual Research Day, which highlights key research activities taking place at UVI;
- Dean's List and Academic Achievement Award Ceremony recognizing students' academic success;
- 2018 USVI Literary Festival And Book Fair celebrating literature's role in culture and society
- Distributions from the UVI Rise Relief Fund;
- UVI celebrated its 56th Charter Day by reflecting on race relations in VI history;
- Alternative spring break provided impactful experiences for students;
- Campus-Wide Innovation Workshops for 2018-2023 strategic plan;
- Enrollment Management Report provides strategies for improving admissions and financial aid practices;
- Facilities Assessment And Recovery Process;
- Staff Satisfaction And Engagement Survey; and
- Continued growth in media and national presence

#### President's Appreciation Award

As is customary, President Hall recognized UVI employees, or units, which have performed exceptionally, by presenting them with the President's Appreciation Award.

One of the major accomplishments during this reporting period has been the continuing research excellence of our Center for Marine and Environmental Studies (CMES). This continued unabated despite the loss of the MacLean Marine Science Center, labs and offices due to devastation by the hurricanes. CMES is led by Dr. Paul Jobsis in the College of Science and Mathematics under the leadership of Dean Sandra Romano. Some notable accomplishments this period includes:

- The first ever large scale Mangrove community clean-up in the Territory at the St. Thomas East End Reserves (STEER), which took place on April 21. STEER is a marine protected area on the east end of St. Thomas. One hundred and twenty-six volunteers gathered to remove debris from STEER's mangrove shorelines. Through the hard work of volunteers, more than 3,000 pounds of trash including 1,765 plastic beverage containers were removed from the mangroves in a single day. Items from the cleanup, which could be recycled, were provided to the Coastal Zone Management recycling program of the Department of Planning and Natural Resources. The cleanup was sponsored by numerous partners including UVI, Virgin Islands Experimental Program to Stimulate Competitive Research (VI-EPSCoR), Virgin Islands Marine Advisory Service (VIMAS), Department of Planning and Natural Resources, Coastal Zone Management, VI Tours and Pizza Pi.
- This year's Annual Reef Fest was hosted on April 14 at Yacht Haven Grande. Reef Fest is organized by the Virgin Islands Marine Advisory Service (VIMAS) within CMES and VI-EPSCoR. It aims to promote and educate the Virgin Islands community about our marine ecosystems as well as highlight sustainability practices, including the reduction of plastic. The organizers of this year's Reef Fest educated restaurants on St. Thomas in the practice of supporting local fisheries, maintaining updated and seasonal seafood menus, and incorporating invasive species in recipes, such as the Lionfish, which are detrimental to overall ecosystem health.
- The National Academies of Sciences Committee has appointed Dr. Tyler Smith to serve on the Committee. This is a prestigious appointment to review a matter of national importance. Dr. Smith is an associate research professor in our Marine Science area and the lead coral researcher. He will be a part of a study on the resilience of coral reefs. Formed by the National Academies of Sciences, Engineering and Medicine, the Committee is tasked with conducting a study titled, "Interventions to Increase the Resilience of Coral Reefs." This national recognition underscores the quality of research taking place at UVI and in the Territory.
- The largest graduating class in the history of CMES consisted of 17 students who were awarded the Master's degree in Marine and Environmental Science during UVI's May 2018 commencement ceremonies. The range and complexity of the students' research topics and its relevance to the Territory were recently highlighted articles in the local media.

For the aforementioned reasons and being a cornerstone of continuing research excellence with significant local and national impact, the President's Appreciation Award was presented to the **Center for Marine and Environmental Studies**.

## **RESEARCH AND TECHNOLOGY PARK Update Report**

President reported that the RTPark Board of Directors was in the final stages of the selection of a new Executive Director. He indicated that new companies were coming on board. He thanked the Chairman of the RTPark Board, Mr. Edward Thomas, for his continued leadership of the Park.

## **Board Committee Items**

Submitted by Gail T. Steele, Liaison to the Board  
Approved by Board of Trustees January 23, 2019

**ACADEMIC, RESEARCH, STUDENT AFFAIRS.....Dr. Yvonne E. L. Thraen**

**Bachelor of Science degree program in Maritime Management**

At the invitation of the Chair of the Committee, Dr. Glenn Metts, Professor in the School of Business, presented the proposal a Bachelor of Science degree program in Maritime Management (BSMM). The BSMM is designed to provide expanded career opportunities in the maritime industry, including positions in ship management, port management, logistics management, brokering, and other maritime trade and sales positions. It is a “partnering program” designed to partner with existing maritime academies or institutes. This flexibility allows the University to market the program to multiple customers, specifically academies or institutes with two year programs. The BSMM program does not require any new courses in the School of Business nor does it require any special scheduling constraints.

Trustee Thraen reported that the ARSA Committee voted unanimously to recommend to the BOT the approval of the Bachelor of Science degree program in Maritime Management. A motion was made by Trustee Thraen, which was seconded by Trustee Adam Parr, to adopt the resolution approving the Bachelor of Science degree program. All the members present voted in favor of the motion.

**Proposal to Change the Minimum Number of Total Credits required for any BBA**

Provost McKayle explained that the School of Business proposed a change in the minimum number of total credit hours required for any Bachelor of Business Administration (BBA) degree. The initial major under the BBA degree was Hospitality and Tourism Management, which required 122-123 credit hours to complete the major. The BBA, like other baccalaureate degrees, will require, at a minimum, 120 credit hours to be competitive with degrees offered at other universities. While most of the School of Business majors within the BBA may require more than 120 credit hours, the standard should be set at the recognized minimum number of credit hours to accommodate new majors and changes within existing majors. The proposal was approved by the School of Business and the Faculty.

Trustee Thraen reported that the ARSA Committee voted unanimously to recommend to the BOT the approval of the proposal to change the minimum number of total credit hours required for any Bachelor of Business Administration (BBA) degree from 123 to 120 credit hours. A motion was made by Trustee Thraen, which was seconded by Trustee Sprauve, to approve the resolution as presented. The vote on the motion was unanimous by the members present.

**BUILDINGS AND GROUNDS COMMITTEE.....Mr. Alexander Moorhead**

**Request for Proposals (RFP) for Construction/Installation and Operation of Two Off-Grid Power Generating/Producing Facilities**

The Chair of the Buildings and Grounds Committee reported that the Committee voted to recommend to the Board of Trustees that the University be authorized to solicit Requests for Proposals (RFPs) for the construction and or installation and operation of two off-grid power generating/producing facilities, one on each campus.

A motion was made by Vice Chairman Moorhead, which was seconded by Trustee Bowry, to adopt the resolution approving the Request for Proposals (RFP) for Construction/Installation and Operation



of Two Off Grid Power Generating/Producing Facilities for the University of the Virgin Islands (UVI). The motion was adopted unanimously.

**FINANCE AND BUDGET COMMITTEE.....Mr. Alexander A. Moorhead**

**Fiscal Year 2018 Operating Budget Revision Number 1**

**Budget Adjustments Assumptions**

At the invitation of the Chair of the Committee, Earlyn Casimir, Special Assistant to the Vice President for Administration and Finance & CFO, presented an explanation for the revision to the Operating Budget as follows.

**Revenue Adjustments**

1. The University assumes a tuition revenue adjustment of **\$12,885** for Level Playing Field's partnership with UVI to provide online courses effective March 2018. The budget projects total revenues of \$222,275. The Fiscal Year 2018 original operating budget approved on October 21, 2017 included \$209,390, therefore an adjustment of \$12,885 is proposed.
2. After Hurricanes Irma and Maria, the University made the assumption that the Sports & Fitness Center (SFC) would not be available for its use since it was designated for recovery operations by FEMA. The lease with FEMA was since cancelled and the University has regained occupancy and resumed regular activities to include renting the facility to organizations to generate revenues. The amount of **\$320,038** is projected as the revenue amount to be generated by the SFC during the remainder of FY2018.

**Expenditures Adjustments**

1. The University projects an expenditure adjustment of **\$134,939** for Level Playing Field's partnership with UVI to provide online courses effective March 2018. The budget projects total expenditures of \$280,364. The Fiscal Year 2018 original operating budget approved on October 21, 2017 did not include an expenditure amount.
2. The University's property insurance premium increased from \$799,500 to \$1,660,950 effective January 2018, all of which is due and payable in FY2018. Therefore an adjustment of **\$861,450** is proposed to cover the increase.
3. After Hurricanes Irma and Maria, the University made the assumption that the Sports & Fitness Center (SFC) would not be available for its use since it was scheduled to be used as recovery operations by FEMA. The lease with FEMA was since cancelled and the University has regained occupancy and resumed regular activities to include renting the facility to organizations to generate revenues. The amount of **\$320,038** is projected as the expenditure amount associated with operating and maintaining the SFC for FY2018.
4. The original FY2018 Operating Budget approved October 21, 2017 included a reduction amount of \$4,607,272 to be distributed across all component units estimated at 10.9% of each unit's budget; however, a residual amount of **\$169,327** was not distributed due to a miscalculation. Allocations for the Reichhold Center and SFC were included; however, since they were taken offline the amounts should not have been included. Additionally, due to the above-mentioned expenditure adjustments, primarily the increase in the property insurance premium, an expenditure reduction of **\$983,504** is proposed to be covered by salary and

benefit savings from vacant positions. As of April 24, 2018, the University is projecting unencumbered vacant position salary savings of \$2,125,492.

Chairman Moorhead reported that the Finance and Budget Committee voted to recommend to the Board of Trustees the approval of the resolution providing, that for the purpose of carrying out the operations of the University for the fiscal year, which began October 1, 2017 and ends September 30, 2018, Revision Number One of the operating budget proposed by the Administration be approved. The total projected operating revenues and expenditures in the Fiscal Year 2017-2018 Operating Budget Revision Number One are total revenues of \$45,124,750 and total expenditures and transfers of \$45,124,750 with net operating position of \$0.00.

A motion was made by Vice Chair Alex Moorhead, which was seconded by Trustee Bowry, to approve the resolution as presented. The vote in favor of the motion was unanimous. The motion was therefore approved.

### **Investment Proposal for Quasi-Endowment Fund**

The investment landscape has been changing in recent times due to the steady increase in the Federal Reserve Federal Funds rate. Despite the funds' recent good returns, they are not guaranteed and remain subject to market risk. The University is allowed by Title 7 Section 304 of the US Code to invest funds received through the Land Grant program to the extent that the funds "so invested or loaned shall constitute a perpetual fund, the capital of which shall remain forever undiminished, and the interest of which shall be inviolably appropriated".

Mr. Tom VanZant, investment fund manager with Commonfund where the Quasi-Endowment funds are managed for investment purposes by the Foundation for the University of the Virgin Islands (FUVI), shared his thoughts on this recent development and some options to consider going forward.

The Finance and Budget Committee then voted to recommend to the Board of Trustees the approval of FUVI's recommendation that the Land Grant funds, which are part of the University's Quasi Endowment that is presently managed by FUVI, be transferred from the High Quality Bond fund to either the State Street Institutional US Government Money Market Fund, or the Multi-Strategy Bond Fund, or a similarly, safe bond-fund.

A motion was made by Vice Chairman Moorhead, which was seconded by Trustee Williams, to approve the recommendation of the Committee. The vote in favor of the motion was unanimous.

### **Telecommuting Policy**

The Administration presented the draft Telecommuting Policy which would support telecommuting when opportunities for improved employee productivity and performance, and improved employees' work-life balance. The draft Policy grants employees, the opportunity to work from an alternate work location outside the central workplace for one or more days a week on a routine basis. The policy would be used in a limited manner and only with the approval of managers and the President. Only in compelling and rare situations would the policy be applied on a full time basis.

The Finance and Budget Committee voted to recommend to the Board of Trustees the approval of the Telecommuting Policy as recommended by the Administration with the recommended changes.

A motion was made by Vice Chair Moorhead, which was seconded by Trustee Bowry, to approve the

telecommuting policy as presented. The vote on the motion was unanimous by the members present.

**PLANNING COMMITTEE.....Mrs. Oran C. Bowr**

**Key Performance Indicators/Pathways to Greatness**

The Committee received a report on the Key Performance Indicators as linked to the Institution's Strategic Plan, Pathways to Greatness. The report focused primarily on Skill Class Enrollment, Retention Rates first to second year, Six-Year Graduation Rates, Degrees Awarded by Level as well as by Discipline with Peer Comparison, Students participating in Study Away Programs, and Development contributions from October 1, 2017 through April 13, 2018.

At the end of the regular session, Vice Chairman Moorhead, took the opportunity to thank Faculty Trustee Adam Parr, and Student Trustee Amiel Brown for their active participation and contribution to the Board of Trustees during their tenure on the Board.

**Executive Session**

At 11:01 a.m, a motion was made by Vice Chairman Moorhead, 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(s), and for the Board to obtain legal advice on these matters:

1. Approve Executive Session Minutes
2. Receive a report from The Academic, Research and Student Affairs Committee,
3. Update on Legal Matters
4. Report on personnel matters from the President

The Board took a short recess prior to the start of the Executive Session. The Executive Session convened at 11:14a.m.

**RETURN TO REGULAR SESSION**

Upon return to the Regular Session of the Meeting at 1:05p.m., the Chair reported the following: The Board

- Approved the minutes of the Executive Session of the meeting held on March 3, 2018. The vote was unanimous by the members present;
- Approved a candidate for tenure. The vote on the matter was unanimous by the members present;
- Approved UVI NEXT Planning Committee and ARSA Report The vote was unanimous by the members present;
- Received a Report on Personnel matters; and
- Received an Update Report on Legal Matters.

The Chairman thanked board members for the cooperation during this particular time of recovery.

**ADJOURNMENT**

There being no other business to be considered in the Regular Session, the Chairman adjourned the meeting at 1:11 p.m.